

02.21.2024

ADOPTED

**TOWN OF RIVERHEAD****TB Resolution 2024-192****AWARDS BID FOR PROPANE FUEL AND EQUIPMENT MAINTENANCE**

Supervisor Hubbard offered the following resolution,  
which was seconded by Councilman Kern

**WHEREAS**, Town Board Resolution #2021-799 authorized the Town Clerk to publish and post a notice for sealed bids for **PROPANE FUEL AND EQUIPMENT MAINTENANCE** and;

**WHEREAS**, 1 bid was received, opened and read aloud in the Office of the Town Clerk, 200 Howell Avenue, Riverhead, NY 11901 on **January 18, 2024** at **11:00 AM**; and

**WHEREAS**, the bid was reviewed and a bid tabulation was prepared by the Purchasing Agent and presented to the Town Board for review;

**NOW THEREFORE BE IT RESOLVED** that the bid for **PROPANE FUEL AND EQUIPMENT MAINTENANCE 2022** be awarded to the vendor indicated below for prices on the attached pages;

**PECONIC PROPANE  
3947 MIDDLE COUNTRY RD  
PO BOX 607  
CALVERTON, NY 11933  
PECONICPROPANE@GMAIL.COM**



**BE IT FURTHER RESOLVED**, that the Town Clerk be and is hereby authorized to forward a copy of this resolution to the vendor listed above, and the Engineering and Purchasing Departments; and

**BE IT FURTHER RESOLVED** that all Town Hall Departments may review and obtain a copy of this resolution from the electronic storage device and, if needed, a certified copy of same may be obtained from the Office of the Town Clerk.

**THE VOTE**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Tim Hubbard, Supervisor
<b>SECONDER:</b>	Robert Kern, Councilman
<b>AYES:</b>	Tim Hubbard, Robert Kern, Denise Merrifield, Joann Waski
<b>ABSENT:</b>	Kenneth Rothwell

## FISCAL IMPACT STATEMENT OF PROPOSED RIVERHEAD TOWN BOARD LEGISLATION

A. Type of Legislation      Resolution <u>  x  </u> Local Law		
B. Title of Proposed Legislation: Awards Bid for Propane Fuel and Equipment Maintenance		
C. Purpose of Proposed Legislation:		
D. Will the Proposed Legislation Have a Fiscal Impact?    Yes <u>  x  </u> No		
E. If the answer to section D is "yes", select (a) or (b) below and initial or detail as applicable:		
(a) The fiscal impact can be absorbed by Town/department existing resources set forth in approved Town Annual Budget <u>TB</u> (example: routine and budgeted procurement of goods/services)*if selecting E(a), please initial then skip items F,G and complete H,I and J;		
or		
(b) The description/explanation of fiscal impact is set forth as follows:		
F. If the answer to E required description/explanation of fiscal impact (E(b)), please describe total Financial Cost of Funding over 5 Years		
<b>G. Proposed Source of Funding</b> Appropriation Account to be Charged: A01-1-1620-473-000-00000; ES5-8-8189-426-050-00000; EW1-8-8320-426-000-00000; DA1-5-5110-426-000-00000  Grant or other Revenue Source:  Appropriation Transfer (list account(s) and amount):		
H. Typed Name & Title of Preparer: Teresa Baldinucci	I. Signature of Preparer  <div style="text-align: center;">   <u>Teresa Baldinucci</u> </div> <div style="text-align: right;">2/21/2024</div>	J. Date 1/30/24
K. Accounting Staff Name & Title William Rothaar, Accounting Department	L. Signature of Accounting Staff  <div style="text-align: center;">           William Rothaar       </div>	M. Date 1/31/24



# TOWN OF RIVERHEAD

*Timothy Hubbard, Supervisor*  
 4 W Second Street  
 Riverhead, New York 11901-2702  
 631-727-3200

## BID FOR: PROPANE FUEL AND EQUIPMENT MAINTENANCE BID #2024-01

Peconic Propane, Inc.  
 BIDDERS NAME

PO Box 607 3947 Middle Country Rd.  
 BIDDERS ADDRESS

Calverton, NY 11933  
 CITY, STATE, ZIP

631-369-4299  
 PHONE NUMBER

peconicpropane@gmail.com  
 EMAIL ADDRESS

In compliance with your advertisement for bids to be opened on **JANUARY 18, 2024** and subject to all conditions thereof, the undersigned hereby proposes to furnish the item(s) and/or service(s) itemized in this proposal in accordance with the Notice to Bidders, General Information Agreement and Specifications contained herein on the Bid Proposal Form attached.

Bidder certifies that the prices quoted herein do not include Federal Excise Tax or any Federal, New York State or City Sales Tax and are not higher than prices charged to any governmental or commercial consumer for like merchandise and/or service; and all prices include shipping and freight charges to any Municipal building or site within the Town of Riverhead.

1/11/24  
 DATE

Respectfully submitted

SIGNED BY

President

TITLE

BIDDERS ARE INVITED TO ATTEND BID OPENING

Attachment: Peconic Propane (2024-192 : Awards Bid for Propane Fuel & Equipment Maintenance)

VENDOR NAME Peconic Propane, Inc.**BID PROPOSAL SHEET****PROPANE FUEL**

We agree to sell to the Town of Riverhead Propane Fuel under the terms and conditions set forth on the specification sheet and bid contract at the following delivered price:

Selkirk posted price PLUS/MINUS .42 CENTS PER GALLON.  
(PLEASE WRITE PRICE IN WHOLE DOLLAR AMOUNTS  
(i.e., Price at ten cents per gallon margin over posting)

Price at forty two cents per gallon margin over posting

I/WE FULLY UNDERSTAND THAT THE ACCEPTANCE OF THIS BID IS SUBJECT TO THE PROVISIONS OF SECTION 103A AND 103B OF THE GENERAL MUNICIPAL LAW.

Peconic Propane, Inc.  
 NAME OF AGENT/DEALER

3947 Middle Country Rd. PO Box 607  
 ADDRESS

Calverton, NY 11933  
 CITY, STATE, ZIP CODE

Thomas Wickop  
 CONTACT PERSON

  
 SIGNATURE OF DEALER/AGENT

1/11/24  
 DATE

Attachment: Peconic Propane (2024-192 : Awards Bid for Propane Fuel &amp; Equipment Maintenance)

VENDOR NAME Peconic Propane, Inc.**MAINTENANCE TO EQUIPMENT****LABOR:**Hourly rate for 1 man crew to perform maintenance work, as required:8 hours @ (\$ 89.00) Total: \$ 712.00

A. Weekdays after 8 hours and Saturdays

(Hourly rate \$ 89.00 x 1.5 % = (\$ 133.50)/hour

B. Sunday/holiday

(Hourly rate \$ 89.00 x 2 % = (\$ 178.00)/hourTOTAL (A + B): \$ 311.50**PARTS:**

Compensation for furnishing brand-name parts and components:

A. Up to \$100 Certified Cost plus 60 % = Sub-total \$ 160.00B. Up to \$500 Certified Cost plus 50 % = \$ 750.00C. Up to \$1000 Certified Cost plus 40 % = \$ 1400.00D. Up to \$5000 Certified Cost plus 30 % = \$ 6500.00E. Above \$5000 Certified Cost plus 30 % = \$ 6500.00TOTAL: \$ 15,310.00**TANK REPLACEMENT**Complete install/purchase of new 100 gallon (420#) ASME propane tank.  
ASME Tanks will be purchased by the Town of Riverhead NOT leased.\$ 685.001. Labor/equipment to install new tank to existing heater TOTAL: \$ 723.452. Labor/equipment to install 2 tanks at same location to existing heater  
TOTAL: \$ 1408.45

\*\*Note: A bill of sale must be provided with each install.



VENDOR NAME Peconic Propane, Inc.**IRAN DIVESTMENT ACT CERTIFICATION**

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list (prohibited entities list) of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date, at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that once the prohibited entities list is posted on the OGS website, it will not utilize on such Contract any subcontractor that is identified on the prohibited entities list.

Additionally, Bidder/Contractor is advised that once the list is posted on the OGS website, any Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to the solicitation, must certify at the time the Contract is renewed, extended or assigned that it is not included on the prohibited entities list.

During the term of the Contract, should the TOWN OF RIVERHEAD receive information that a person is in violation of the above-referenced certification, the TOWN OF RIVERHEAD will offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the TOWN OF RIVERHEAD shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The TOWN OF RIVERHEAD reserves the right to reject any bid or request for assignment for an entity that appears on the prohibited entities list prior to the award of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the prohibited entities list after contract award.

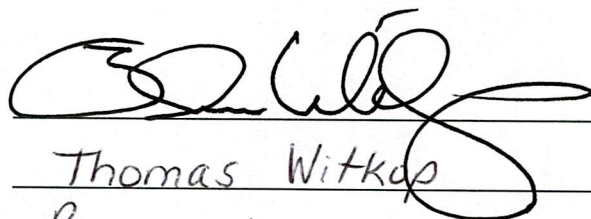
Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_



Thomas Witkop

President

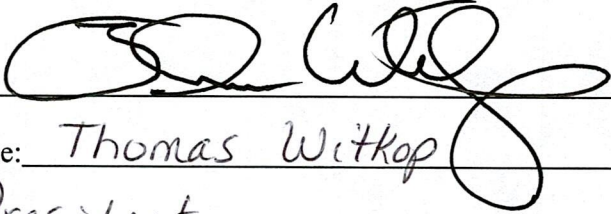
Peconic Propane, Inc.

1/11/24

Attachment: Peconic Propane (2024-192 : Awards Bid for Propane Fuel &amp; Equipment Maintenance)

VENDOR NAME Peconic Propane, Inc.**SEXUAL HARASSMENT STATEMENT**

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of §201-G of the Labor Law.

Signature: Print Name: Thomas WitkopTitle: PresidentCompany Name: Peconic Propane, Inc.Date: 1/11/24

Attachment: Peconic Propane (2024-192 : Awards Bid for Propane Fuel &amp; Equipment Maintenance)