

11.06.2019

ADOPTED

TOWN OF RIVERHEAD

Resolution 2019-815

AUTHORIZES TOWN CLERK TO PUBLISH AND POST NOTICE TO BIDDERS FOR WATER SERVICE MATERIALS

Councilman Hubbard offered the following resolution,
which was seconded by Councilwoman Kent

WHEREAS, the Town of Riverhead Water District requires a variety of parts and equipment, including but not limited to outlet thread taps, meter pit covers, yoke key valves, wedge gate valves, hydrant tee(s), hydrant extension kits, nuts and eye bolts, to maintain equipment and facilities (hereinafter described as "Water Service Materials"); and

WHEREAS, the Town of Riverhead Water District prepares bid specifications each year listing all items required to properly service equipment and facilities related to water services provided by the Water District.

NOW THEREFORE BE IT RESOLVED, that the Town Board, acting as governing body of the Riverhead Water District, hereby authorizes the Town Clerk to publish and post the attached Notice to Bidders for Water Service Materials in the **November 14, 2019**, issue of *The News-Review*; and be it further

BE IT FURTHER RESOLVED, that the Town Clerk is to forward a copy of this resolution to the Information Technologies Department.

THE VOTE

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tim Hubbard, Councilman
SECONDER:	Catherine Kent, Councilwoman
AYES:	Jodi Giglio, Tim Hubbard, Catherine Kent
ABSENT:	Laura Jens-Smith, James Wooten

FISCAL IMPACT STATEMENT OF PROPOSED RIVERHEAD TOWN BOARD LEGISLATION

A. Type of Legislation Resolution <u> X </u> Local Law		
B. Title of Proposed Legislation: Authorizes Town Clerk to Publish and Post Notice to Bidders for Water Service Materials		
C. Purpose of Proposed Legislation: Bid notice		
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> RH </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		
G. Proposed Source of Funding Appropriation Account to be Charged: Grant or other Revenue Source: Appropriation Transfer (list account(s) and amount):		
H. Typed Name & Title of Preparer: Preparer: Robin Halpin	I. Signature of Preparer Robin Halpin Robin Halpin 11/6/2019	J. Date 10/22/19
K. Accounting Staff Name & Title William Rothaar, Accounting Department	L. Signature of Accounting Staff <i>William Rothaar</i> William Rothaar	M. Date 10/22/19

**TOWN OF RIVERHEAD
NOTICE TO BIDDERS**

Sealed bids for the purchase of **WATER SERVICE MATERIALS** (parts and equipment, including but not limited to, outlet thread taps, meter pit covers, yoke key valves, wedge gate valves, hydrant tee(s), hydrant extension kits, nuts and eye bolts, to maintain equipment and facilities) for use by the RIVERHEAD WATER DISTRICT will be received by the Town Clerk of the Town of Riverhead at Town Hall, 200 Howell Avenue, Riverhead, New York, 11901, until **2:05 p.m. on December 5, 2019** at which time all bids will be opened and publically read aloud.

Bid Specifications and/or Plans may be obtained by visiting the Town of Riverhead website at www.townofriverheadny.gov on or after **November 14, 2019**. Click on "Bid Requests" and follow the instructions to register.

All bids are to be submitted in a sealed envelope bearing the designation **BIDS FOR WATER SERVICE MATERIALS – BID #2019-36-RWD**. All bids must be submitted on the bid form provided. Any and all exceptions to the Specifications must be listed on a separate sheet of paper, bearing the designation "**EXCEPTIONS TO THE SPECIFICATIONS**" and be attached to the bid form.

NOTE: Bid responses must be delivered to the Office of the Town Clerk at 200 Howell Avenue, Riverhead, New York, 11901, on or before 2:05 p.m. on December 5, 2019. The Town may decline to accept, deem untimely and/or reject any bid response/proposal that is not delivered to the Office of the Town Clerk.

The Town Board reserves the right and responsibility to reject any or all bids or to waive any formality if it believes such action to be in the best interest of the Town.

BY ORDER OF THE TOWN BOARD
OF THE TOWN OF RIVERHEAD

Diane M. Wilhelm, Town Clerk

Attachment: WSM Notice to Bidders (2019-815 : WSM Bid)