

12.04.2018

ADOPTED

TOWN OF RIVERHEAD**Resolution 2018-900****2019 RENEWAL OF BID AWARD FOR WATER DISTRIBUTION LEAK DETECTION SURVEY CONTRACT FOR RIVERHEAD WATER DISTRICT**

Councilwoman Giglio offered the following resolution,
which was seconded by Councilwoman Kent

WHEREAS, the Town Clerk was authorized to publish and post a Notice to Bidders for Water Distribution Leak Detection Survey Contract for the Riverhead Water District; and

WHEREAS, all bids received were opened and read aloud on the date and time advertised in the notice; and

WHEREAS, H2M, consulting engineers to the Riverhead Water District, by attached letter dated March 20, 2017, did recommend that the bid for Water Distribution Leak Detection Survey for the Riverhead Water District, be awarded to Upstate Leak Detection, LLC; and

WHEREAS, the Town Board, on April 4, 2017, adopted Resolution #170263 awarding the bid to Upstate Leak Detection, LLC; and

WHEREAS, the Riverhead Water District and Upstate Leak Detection LLC, per the attached extension notice, desire to renew the current contract for the 2019 calendar year.

NOW THEREFORE BE IT RESOLVED, that the bid for Water Distribution Leak Detection Survey, previously awarded by resolution dated April 4, 2017, by Resolution #170263, be extended for the 2019 calendar year at the bid amount of \$6,700 as set forth in the attached letter dated March 20, 2017, from H2M, consulting engineers for the Riverhead Water District; and be it further

RESOLVED, that the Town Clerk forward a certified copy of this resolution to Upstate Leak Detection LLC., P.O. Box 176, Hastings, New York, 13076; 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

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

FISCAL IMPACT STATEMENT OF PROPOSED RIVERHEAD TOWN BOARD LEGISLATION

A. Type of Legislation Resolution <input checked="" type="checkbox"/> Local Law		
B. Title of Proposed Legislation: 2019 Renewal of Water Distribution Leak Detection Survey Contract for Riverhead Water District		
C. Purpose of Proposed Legislation: Extend contract for Leak Detection		
D. Will the Proposed Legislation Have a Fiscal Impact? Yes _____ No <input checked="" type="checkbox"/>		
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; <div style="text-align: center;">or</div> (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 <div style="text-align: center;">  <hr style="width: 100%;"/> Robin Halpin 12/4/2018 </div>	J. Date 11/19/18
K. Accounting Staff Name & Title William Rothaar, Accounting Department	L. Signature of Accounting Staff <div style="text-align: center;">  William Rothaar </div>	M. Date 11/27/18



water

538 Broad Hollow Road, 4th Floor East tel 631.756.8000
Melville, NY 11747 fax 631.694.4122

March 20, 2017

Supervisor Sean Walter
Town of Riverhead
200 Howell Avenue
Riverhead, New York 11901

**Re: Riverhead Water District
Water Distribution Leak Detection Survey Contract
H2M Project No.: RDWD 1701**

Dear Supervisor Walter:

On Thursday, March 16, 2017, the Riverhead Water District received bids for their annual water distribution leak detection survey contract. One contractor, Upstate Leak Detection, LLC, of Hastings, New York submitted a bid. The total bid price for each of the three contract periods is \$6,700.00.

Upstate Leak Detection has successfully completed similar work for various water utilities over the past few years including the Riverhead Water District. Additionally, the bid prices submitted by them compare to projects similar in size and nature. It is our opinion that Upstate Leak Detection is qualified and their bid prices are fair and reasonable.

It should be noted that this contract is for system maintenance and emergency services. The total bid amounts were used as means of selecting a low bidder. The actual construction value is unknown at this time and will depend on the number of emergency and maintenance situations that occur during the year. Based on this, we recommend that the Town/District award the contract to Upstate Leak Detection, LLC for the period through December 31, 2018 in the amount of \$6,700. The award for the years 2019 and 2020 shall be made separately prior to the start of the respective year if the extension of the contract is deemed to be in the best interest of the District.

Should you have any questions or comments, please contact this office.

Very truly yours,

H2M architects + engineers

John R. Collins, P.E.

JRC/jrc2

cc: Town Board
Supt. Mark Conklin
Richard Ehlers, Esq.
William Rothaar, Financial Administrator

X:\RDWD (Riverhead Water District) - 10810\RDWD1701 - Annual Maintenance Contract\Leak Detection\Correspondence\17.03.17 - Award Recommendation.doc

Attachment: H2M. Upstate recommended ltr (2018-900 : 2019 Leak Detect Ext)



RWD Riverhead Water District

Mark K Conklin, Superintendent
1035 Pulaski Street, Riverhead, New York 11901
Phone: 631.727.3205 FAX: 631.369.4608

Bid Extension Notice

To: Brian Baxter, Upstate Leak Detection LLC
From: Mark K Conklin, Superintendent, Riverhead Water District
Date: October 15, 2018
Subject: Extension of Annual Water Distribution Leak Detection Survey Contract

This bid extension notice is to inform you that the above contract with the Riverhead Water District will expire on December 31, 2018.

The Town of Riverhead would like to extend this contract for a period of one (1) year until December 31, 2019, at the contract price for the year 2019 (copy attached). This will be the first extension under the terms of the current contract.

If this extension meets with your approval, please complete the bottom portion of this letter and return it to us at the above FAX number.

Renee Baxter
Authorized Signature

Renee Baxter
Print Name

Upstate Leak Detection, LLC
Company Name

10/17/18
Date

Attachment: Upstate Leak extension (2018-900 : 2019 Leak Detect Ext)