

WARREN COUNTY SEWER COMMITTEE MEETING

**Wednesday, September 1, 2010
9:30 am**

AGENDA

CALL TO ORDER..... Chairman Dan Belden

APPROVAL OF MINUTES..... Chairman Dan Belden

NEW BUSINESS.....Chairman Dan Belden
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2 (R) Award Contract WC73-10 – Bolton Slip Lining..... Jeff Tennyson

- FYI- Sewer Administrator..... Jeff Tennyson

OLD BUSINESS..... Chairman Dan Belden

REFERRALS..... Chairman Dan Belden

PRIVILEGE OF THE FLOOR..... Chairman Dan Belden

ADJOURNMENT..... Chairman Dan Belden

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RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW

DATE: 9-1-10

- (a) Is this a Result of a Bid or Request for Proposal? Bid
- (b) Purpose of Contract: WC 73-10 Slip Lining Gravity Sewers, Town of Bolton
- (c) Name of Contractor: To be determined (Bid is due in Early October)
- (d) Address of Contractor: TBD
- (e) Contractor's Contact Person and Telephone Number: TBD
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: Upon Execution
- (h) Termination Date of Contract: Upon completion of work
- (i) Payment Provisions:
 - i) lump sum amount TBD
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: LG Sewer Basin Project H166



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 2
290 BROADWAY
NEW YORK, NY 10007-1866

AUG 25 2010

Mr. Jeffery E. Tennyson, P.E.
Superintendent of Public Works
Warren County Dept. of Public Works
4028 Main Street
Warrensburg, New York 12885

RE: Warren County, New York
Federal Grant No. XP992256-01
Wastewater Collection System Improvements (Town of Bolton)
General Contract - Slip Lining Gravity Sewers
Warren Co. Project No. WC 73-10 (August 2010)

Dear Mr. Tennyson:

This letter will confirm our telephone conversation yesterday giving you this Agency's verbal authorization to advertise for the above referenced contract documents. The specifications and drawings have been reviewed and found to be in conformance with our 40 CFR Part 31 procurement regulations.

It is requested that a final set of specifications and drawings be available at the project site at all times. Please note that conformance with EPA regulations and guidance does not absolve you from local and/or State requirements which you are responsible to satisfy.

You may now advertise for and open bids in accordance with 40 CFR Part 31.36(d)(2), procurement by sealed bids (formal advertising). Please submit the following information to this office as soon as it is available by letter or via email:

1. The date you plan to advertise for bids.
2. The date you plan to receive bids.
3. The names of the newspapers and trade journals to be used in the advertisement for bids.

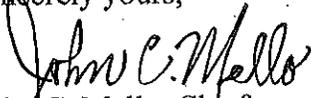
The construction contract may not be awarded until authorization to do so has been given, in writing, by this office. Such authorization cannot be given until all Conditions and Assurances have been met and until one copy of each of the following documents has been submitted to this office:

- a. Tabulation of all bids received including the Engineer's pre-bid estimate;
- b. The signed proposal of the bidder to whom you wish to award the contract;
- c. A letter, signed by the authorized representative, indicating the name of the bidder to whom it is desired to award the contracts and the amount involved;
- d. Proof that bids for this contract was advertised in widely circulated newspapers and trade journals (normally for thirty days), submitted in the form of a notarized affidavit from each newspaper and journal;
- e. A statement as to the manner in which you will provide and maintain adequate engineering and inspection of the project to ensure that the construction conforms with the approved drawings and specifications;
- f. Copies of all addenda and evidence showing receipt of all addenda by all bidders;
- g. Copies of the following Equal Employment Opportunity Forms signed by the bidder to whom you wish to award the contract:
 1. Certification of Nonsegregated Facilities; and
 2. Notice to Labor Unions or Other Organizations of Workers Nondiscrimination in Employment;
- h. A statement indicating the status of compliance with any MBE/WBE grant requirements; and
- i. Copies of Bid Bond (in the amount of 5% of the bid price), Performance and Payment Bond Information Forms.

Please be advised that the award of contracts or subcontracts is specifically forbidden to any firm or individual listed in the Federal Government-wide Excluded Parties Lists System (EPLS). EPLS is the electronic version of the Lists of Parties Excluded from Federal Procurement and Nonprocurement Programs, which identifies those parties excluded throughout the US Government (unless otherwise noted) from receiving Federal contracts or certain subcontracts. The Internet must be used to obtain this information at www.epls.gov.

Should you have any questions, please feel free to contact me at 212-637-3836 or via email at mello.john@epa.gov.

Sincerely yours,



John C. Mello, Chief
Special Projects Section
Drinking Water & Municipal Infrastructure Branch

cc: Ms. Alexandra Rhodes, P.E.
Managing Engineer
C. T. Male Associates, P.C.

REFERRALS - SEPTEMBER 2010

WARREN COUNTY SEWER:

- 1) Mr. Lamy to confer with County Attorney to determine whether there is a means available to recover some of the funds expended for additional construction inspection services in connection with the Hague Sewer Project as a result of delays in the directional drilling process. (06.30.09)
- 2) Mr. Lamy to advise total grant funds remaining in connection with the Bolton Sewer project. (03.02.10)