

**TOWN OF BRIGHTON TOWN BOARD
FINANCE AND ADMINISTRATIVE SERVICES COMMITTEE
MEETING AGENDA**

**Meeting Date: Wednesday, August 16, 2017 (8:30 am)
Location: Stage Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the August 2, 2017 meeting.
2. Contract Amendment for Lawn Maintenance Services (Public Works) – Request from Mike Guyon for Town Board action to amend the agreement with Woodgate Landscaping to include one additional site (see letter from M. Guyon).
3. Discussion: regarding the request from Chad Roscoe for the administrative renewal of the 2015 contract for weekly collection of solid waste and recyclables from the Town refuse districts for calendar year 2018 with Waste Management of NY (see letter from C. Roscoe).

The **next regularly scheduled meeting of the FASC will be held Tuesday, September 5, 2017 at 3:30 p.m.** in the Stage Conference Room of the Brighton Town Hall. All members of the public are invited to attend FASC meetings.



Town of
Brighton

August 14, 2017

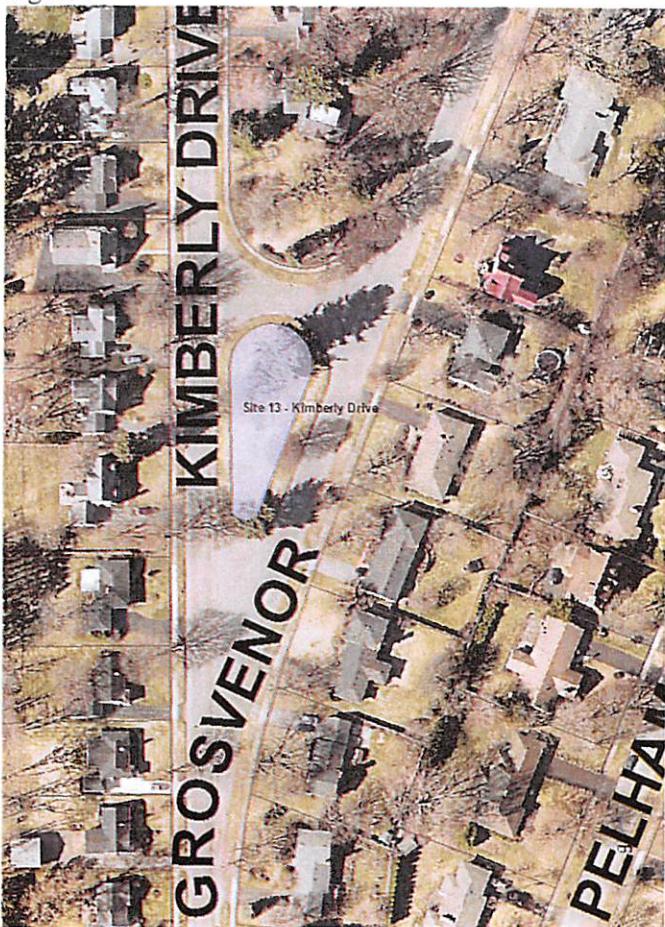
The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Avenue
Rochester, New York 14618

Re: Town of Brighton Mowing Contract C
Change Order

Dear Councilperson DiPonizio and Committee Members:

The Town Board at their September 28, 2016 meeting authorized the Supervisor to execute an agreement with WoodGate Landscaping to provide the mowing services described in Contract C. It was recently brought to our attention that Woodgate Landscaping was mowing a grass island that was not included in the agreement. Contract C inadvertently excluded a grass island area at the intersection of Grosvenor Road and Kimberly Drive, also known as Site 13 Kimberly Drive and shown in figure 1.

Figure 1.



Throughout this mowing season WoodGate Landscaping has been mowing this area for a fee of \$25 per mowing. We are proposing to amend our agreement with Woodgate Landscaping to include Site 13, Kimberly Drive by change order. A copy of the change order is attached for your reference.

I am requesting that the FASC authorize the Supervisor to sign a change order with WoodGate Landscaping to provide mowing services for Site 13 Kimberly Drive for a fee of \$25 per mowing.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled August, 16th, 2017 meeting in the event that you have any questions regarding this matter.

Respectfully,

Michael E. Guyon, P.E.
Town Engineer

cc: T. Keef
S. Zaso
T. Anderson



Public Works Department

Commissioner of Public Works - Tim Keef, P.E.

Michael Guyon, P.E.

Town Engineer

2b.

CHANGE ORDER

Project Title: Town of Brighton Mowing Contract C.

Change Order Date: 8/14/2017

Contractor Name and Address: WoodGate Landscaping
1630 Kennedy Road
Webster, NY 14580

Change Order Number: 1

Specification Section, Article, and/or Drawing No: Section 004113 Part 2 - 2.1 General Construction

Describe Deviation from Contract: _____

Reason for Change: Site 13, Kimberly Drive was inadvertently excluded from Contract C. The intent of Change Order 1 is to amend the agreement to include Site 13, Kimberly Drive as shown on the attached map.

Will Proposed Change Affect Contract Time? Yes No # of days _____

Cost/Savings

Description of Work	Cost
1. Provide Mowing services to Site 13, Kimberly Drive in accordance with the Contract Documents for Mowing Contract C <small>(The amount specified represents the fee per mowing.)</small>	\$ 25.00
Adjustment to Contract Per mowing =	\$ 25.00

The work covered by this change order shall be performed under the same terms and conditions as that included in the original contract. All other terms and conditions of said contract as modified shall remain the same.

Signatures: Contractor _____ *WoodGate Landscaping* _____ *Date*

Town Supervisor _____ *William W. Moehle* _____ *Date*

Commissioner of _____ *Name* _____ *Date*
Public Works





3.

July 17, 2017

WASTE MANAGEMENT

100 Ransier Drive
West Seneca, NY 14224
716 674 5195
716 712 0443 Fax

Mr. Chad Roscoe
Town of Brighton
2300 Elmwood Avenue
Rochester, NY 14618

RE: 2018 Brighton Refuse Districts Refuse Collection

Dear Mr. Roscoe:

Below is the preliminary rate increase information based on the data supplied in the original contract and subsequent years.

Item	Change	% of Contract Price	Weighted Average Adjustment	Information Source for % Change
Disposal	0.00%	35.00%	.00%	Tipping Fee
Fuel	2.39%	5.00%	.12%	Dept of Energy June Report, change in diesel fuel from one year ago.
Labor	1.25%	20.00%	.25%	NYS Dept of Labor, schedule of Prevailing Wage Rates as reported 2017 versus 2016
CPI	1.7%	40.00%	.68%	Bureau of Labor Statistics, CPI-U, All items, Northeast Urban, June 2017, 12-month change
TOTALS			1.05%	
				Price per Item Per Year
2017 Contract Price				\$205.88
2018 Contract Price per Home per Year				\$208.04
2017 Contract Price per Home per Month				\$17.34

This number will be based on 3,988 units, unless otherwise communicated by the Town to Waste Management.

Please let me know if you have any questions. I can be reached at (716) 239-0297, or via email at cbalbier@wm.com

Sincerely,

Christopher Balbier
Public Sector Municipal Solutions
Upstate New York
Waste Management of New York, LLC

CC- Val Ruoff- WM Rochester NY District Manager