

**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.



## Public Works Department

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

Michael Guyon, P.E.  
Town Engineer

August 14, 2017

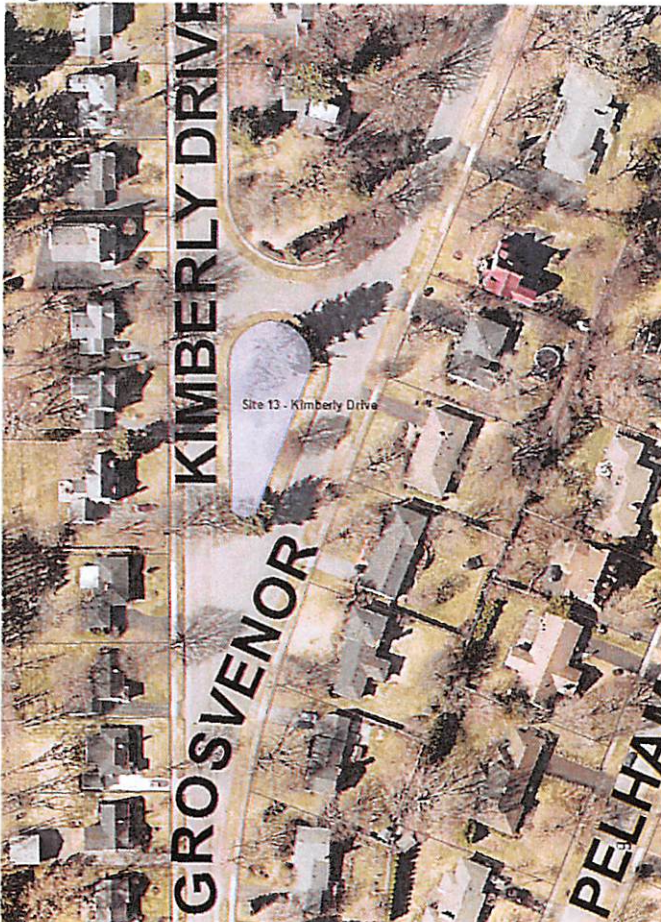
The Honorable Finance and Administrative Services Committee  
Town of Brighton  
2300 Elmwood Avenue  
Rochester, New York 14618

Re: Town of Brighton Mowing Contract C  
Change Order

Dear Councilperson DiPonzio 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, 16<sup>th</sup>, 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

**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<br>(The amount specified represents the fee per mowing.) | \$ 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                   | <u>WoodGate Landscaping</u> | <u>          </u> |
|                              |                             | <i>Date</i>       |
| Town Supervisor              | <u>William W. Moehle</u>    | <u>          </u> |
|                              |                             | <i>Date</i>       |
| Commissioner of Public Works | <u>          </u>           | <u>          </u> |
|                              | <i>Name</i>                 | <i>Date</i>       |

2300 Elmwood Avenue • Rochester, New York 14618 • 585-784-5250 • Fax: 585-784-5373

<http://www.townofbrighton.org>



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3.



**WASTE MANAGEMENT**

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

July 17, 2017

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 |
| <b>TOTALS</b>                                 |        |                     | <b>1.05%</b>                |   |
|   |        |                     |                             | Price per Item Per Year   |
| 2017 Contract Price                           |        |                     |                             | \$205.88  |
| <b>2018 Contract Price per Home per Year</b>  |        |                     |                             | <b>\$208.04</b>   |
| <b>2017 Contract Price per Home per Month</b> |        |                     |                             | <b>\$17.34</b>  |

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](mailto:cbalbier@wm.com)

Sincerely,

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

CC- Val Ruoff- WM Rochester NY District Manager