

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

**Meeting Date: Tuesday, March 5, 2019 (3:30 p.m.)
Location: Downstairs Conference Room, Brighton Town Hall**

1. Approval of Minutes – Receive and file minutes of the February 21st, 2019 meeting.
2. EXECUTIVE SESSION: Matters concerning the employment of particular people.
3. Award and authorize contract with GreenRenewable for services yard waste processing services at no cost to the Town (Highway/Public Works Dept.) – Request from Chad Roscoe Town Board action to award and authorize the Supervisor to execute a contract with GreenRenewable effective 4/1/2019 for services related to the grinding, processing, removal and stockpiling of brush and yard waste. This contract is effective 4/1/2019 – 3/31/2020 at no cost to the Town of Brighton. Further the contract can be renewed for two additional years with the same conditions (see letter from C. Roscoe).
4. Authorization to solicit bids for construction services necessary to complete infrastructure improvements for the Reserve Subdivision (Public Works Dept.) – Request from Evert Garcia for Town Board action to authorize the solicitation of bids for construction services needed to complete the Reserve Subdivision. Outstanding items have not been addressed by either the owner and/or the developer. Funds have been drawn down on various letters of credit. All results will be brought back to this committee for review and recommendation to the full Board for any awards (see letter from E. Garcia).
5. Declare 2018 Bobcat Skid Steer Loaders as surplus and authorize trade-in as part of the Bobcat's equipment buyback program (Highway Dept.) – Request from Tim Anderson for Town Board action to declare four (4) 2018 Bobcat skid steer loaders as surplus and authorize the trade-in of the same for four (4) new 2019 Bobcat skid steer loaders as part of the Bobcat equipment buyback program (see letter from T. Anderson).

**The next regularly scheduled meeting of the FASC will be held on
TUESDAY, MARCH 19, 2019 at 3:30 p.m. in the Stage Conference Meeting
Room of the Brighton Town Hall. All members of the public are invited to
attend FASC meetings.**

****AS PER THE REGULAR SCHEDULE****

3a



Town of Brighton

Public Works Department

Commissioner of Public Works – Michael Guyon, P.E.

Chad Roscoe
Junior Engineer

February 28, 2019

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

Re: Landfill Contracting Services for 2019
Recommendation of Award

Dear Councilperson DiPonzo and Committee Members:

The current agreement between the Town and S.M. Gallivan expires on March 31, 2019. In anticipation of the contract expiring we reached out to ten companies that specialize in grinding mulch and yard debris. The RFP was due 2/26/2019 at the end of business hours, in which we only had one submission and that was from GreenRenewable. Mike Guyon, Pete Springer and I meet with a representative from “GreenRenewable” on 2/14/19 to discuss their operation. GreenRenewable’s response is consistent with the Request for Proposals and GreenRenewable has agreed to provide these services at “no charge” to the Town.

This response to the RFP is consistent with the prior agreement with S.M. Gallivan and will result in no increased cost to the Town. We request that the FASC recommend that the Town Board enter into an agreement with GreenRenewable for 2019 with the option to extend the contract for two additional years.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled March 5, 2019 meeting in the event that you have any questions regarding this matter.

Sincerely,

Chad J. Roscoe

cc: P. Parker
C. Roscoe
B. Monroe
M. Guyon
T. Anderson
A. Banker
K. Gordon



3b
155 State Street
Manchester, NY 14504
585-402-8710
585-289-3006 (f)

28 February 2019

Town of Brighton
Department of Public Works
2300 Elmwood Avenue
Rochester, NY 14618

REFERENCE: LANDFILL AND YARD WASTE PROCESSING

ATTENTION: MR. CHAD ROSCOE

GREEN RENEWABLE, INC. OF MANCHESTER, NY is pleased to submit a proposal for the following services:

Grinding of Brush Pile at 444 Browncroft Boulevard, Brighton, NY

- GREEN RENEWABLE, INC. OF MANCHESTER, NY will grind and process yard waste stockpiles.
- GREEN RENEWABLE, INC OF MANCHESTER, NY will remove processed material as trucks are available.
- GREEN RENEWABLE, INC OF MANCHESTER, NY will stockpile 20,000 to 25,000 cubic yards of finished material on site.
- Contract acceptable for two years from 4/1/2019 to 4/1/2021.

TOTAL: NO CHARGE

ACCEPTED IN ACCORDANCE WITH THE CONDITIONS AND AGREEMENTS SET FORTH HEREIN:

Accepted this _____ day of _____, 2019

BY: _____
TOWN OF BRIGHTON

BY: _____

GREEN RENEWABLE, INC. OF
MANCHESTER, NY

TITLE: _____

TITLE: _____ Procurement Manager

3c



Town of
Brighton

Public Works Department

Commissioner of Public Works - Michael Guyon, P.E.

Chad Roscoe
Junior Engineer

ADDENDUM #1 **Request for Proposal** **Landfill and Yard Waste Processing** **Town of Brighton**

Effective from the date of its issue, the following changes are a part of the Request for Proposal for the above-referenced project.

The RFP date will remain the same, February 26, 2019 at 5:00 PM Local Time at the Town of Brighton Town Hall, 2300 Elmwood Avenue, Rochester, New York 14618

All provisions of the original Request for Proposal shall remain in full force and effect except as specifically described in this Addendum #1. Date of issue is February 19, 2019.

The following is a clarification to the Request for Proposal contained in this Addendum #1:

The Town of Brighton will allow for the staging of and processing of materials on site (444 Browncroft Boulevard). Provided the staging area does not conflict or interrupt the Town of Brighton day to day operations. This end product shall be of a natural blend with no additional additives (ie. color enhancing agents). No material shall be brought to the site by the Landfill and Yard Waste Processing vendor for processing. No more than 25,000 CY total quantity may be on site at any time.

Each Bidder shall acknowledge this Addendum by signing and dating this document. This document must be submitted along with the Request For Proposal.

Signature

2-25-2019

Date

End of Addendum



Public Works Department

Commissioner of Public Works – Michael Guyon, P.E.

Evert Garcia
Assistant Engineer

February 25, 2019

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

Re: The Reserve Subdivision
Construction Services Bid

Dear Councilperson DiPonzo and Committee Members:

The Town contacted the developer on multiple occasions to request that outstanding site improvements be completed at the Reserve subdivision. The outstanding items were not addressed by the property owner.

As a result, the Town was forced to withdraw the funds available on various letters of credits in order to complete the infrastructure which is intended to be dedicated to the Town. \$359,463.16 USD has been released to the Town of Brighton by the issuers of the letter of credits associated with the Reserve subdivision.

I am requesting authorization to solicit bidders for construction services necessary to complete the infrastructure improvements which were intended to be completed by the developer of the subdivision. These improvements include the installation of various dedicated infrastructure as shown on Phase 1 and Phase 2 of the approved Reserve subdivision plans. These improvements include repairs to sanitary sewers, storm sewers, curbing, sidewalks, pavement system, erosion control measures, and site restoration associated with the development.

No action as to awarding a contract will be considered without returning to this committee.

As always, thank you for your consideration. I will be in attendance at your regularly scheduled March 5th meeting in the event that you have any questions regarding this matter.

Respectfully,

Evert Garcia
Assistant Engineer

cc: M. Guyon
T. Anderson
P. Parker
B. Monroe



Highway Department

Commissioner of Public Works – Michael Guyon, P.E.

Tim Anderson
Deputy Highway
Superintendent

March 4, 2019

The Honorable Finance and Administrative Services Committee
Town of Brighton
2300 Elmwood Ave.
Rochester, NY 14618

Re: Authorize Disposal of Equipment

Honorable Members:

I recommend that the following equipment be declared surplus to our needs:

2018 Bobcat Skid Steer Wheel Loader	S/N ALJ824220
2018 Bobcat Skid Steer Wheel Loader	S/N AI.J824222
2018 Bobcat Skid Steer Track Loader	S/N AUVP15226
2018 Bobcat Skid Steer Track Loader	S/N AUVP15269

I further recommend that I be authorized to trade the four Bobcat skid steer loaders for four new (2019 model year) Bobcat skid steer loaders as part of Bobcat's equipment buyback program.

Sincerely,

A handwritten signature in blue ink that reads "T. Anderson".

Timothy J. Anderson
Deputy Highway Superintendent

Cc: P. Parker
B. Monroe
A. Banker
M. Guyon

o me

Paula,

Yes you are correct in break down.

The 2 - Track Skid Steers are HWY (Equipment #'s 112 and 113)

Expense: D.HWY. 5130 2.29 for \$40,100 EA.

Revenue: D.HWY. 5130 .2665 for \$36,000 EA

For an estimated net cost of \$4,100 EA.

The 2 - Wheeled Skid Steers are SWR (Equipment #'s 115 and 116)

Expense: SS. SEWER 8120 2.23 for \$41,167 EA.

Revenue: SS. SEWER 8120 .2665 for \$36,000 EA

For an estimated net cost of \$4,167 EA

Currently I do not have an estimate this year from the vendor for this year's costs and trade in values. I can work on. It will take a few days to get.

I will be going on vacation this Wednesday and return on March 19th. I can have Todd work on getting numbers to have for March 19th FASC meeting. Pull my letter for tomorrow's FASC meeting?

Your thoughts.

TA

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