

**TOWN OF RIVERHEAD**

**TB Resolution 2024-140**

**AWARDS BID - PROCESS CONTROL SYSTEM MAINTENANCE AND EMERGENCY SERVICES CONTRACT RIVERHEAD WATER DISTRICT**

Councilwoman Waski offered the following resolution,  
which was seconded by Councilman Rothwell

**WHEREAS**, this Town Board did authorize the advertisement for bids for the Process Control System Maintenance and Emergency Services Contract on behalf of the Riverhead Water District, and

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

**WHEREAS**, H2M Group, consulting engineers to the Riverhead Water District, by attached letter dated January 12, 2024 did determine that the lowest responsible bid was provided by Lexington Technologies and accordingly recommended that the bid be awarded to Lexington Technologies for the unit prices set forth on the attached pages for 2024 and that extension of the contract for additional years be done at District discretion by formal letter, pursuant to the unit prices on the attached pages.

**NOW, THEREFORE, BE IT RESOLVED**, that the bid for Process Control System Maintenance and Emergency Services Contract on behalf of the Riverhead Water District be and is hereby awarded to:

Lexington Technologies  
9 Rome Street  
Farmingdale, New York 11735  
[paul@lexingtontech.net](mailto:paul@lexingtontech.net)

**BE IT FURTHER RESOLVED**, that the Town Clerk forward a certified copy of this resolution to the above-named contractor, and

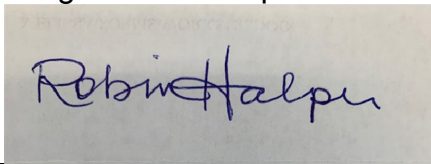

**BE IT FURTHER RESOLVED**, that pursuant to this bid award, the Town Supervisor be and is hereby authorized to execute a contract with Lexington Technologies for provision of Process Control System Maintenance and Emergency Services, on behalf of the Riverhead Water District and

**RESOLVED**, 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**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Joann Waski, Councilwoman
<b>SECONDER:</b>	Kenneth Rothwell, Councilman
<b>AYES:</b>	Hubbard, Rothwell, Kern, Merrifield, Waski

# FISCAL IMPACT STATEMENT OF PROPOSED RIVERHEAD TOWN BOARD LEGISLATION

A. Type of Legislation      Resolution <u>  X  </u> Local Law		
B. Title of Proposed Legislation: Awards bid – Process Control System Maintenance and Emergency Services Contract RWD		
C. Purpose of Proposed Legislation: awards bid		
D. Will the Proposed Legislation Have a Fiscal Impact?    Yes <u>  X  </u> No		
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;		
or		
(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		
<b>G. Proposed Source of Funding</b> Appropriation Account to be Charged: EW1-8-8320-402-000-00000  Grant or other Revenue Source:  Appropriation Transfer (list account(s) and amount):		
H. Typed Name & Title of Preparer: Robin Halpin	I. Signature of Preparer <div style="text-align: center;">   <hr style="width: 100%;"/>         Robin Halpin       </div> <div style="text-align: right;">2/6/2024</div>	J. Date 1/16/24
K. Accounting Staff Name & Title William Rothaar, Accounting Department	L. Signature of Accounting Staff <div style="text-align: center;">   <hr style="width: 100%;"/>         William Rothaar       </div>	M. Date 1/31/24

January 12, 2024

Town Board  
Town of Riverhead  
4 West Second Street  
Riverhead, NY 11901

**Re: Riverhead Water District  
Process Control System Maintenance and Emergency Services Contract  
Recommendation of Award  
H2M Project No.: RDWD2302 (PC)**

Dear Board Members:

On Thursday, December 7, 2023, on behalf of the Riverhead Water District (District) bids were received by the Town for the Annual Control Valve Maintenance Services contract. This contract included services as described for the 2024 calendar year with a District option to extend the contract for two additional years. Two bids were received with the lowest responsible bid submitted by **Lexington Technologies** of 9 Rome Street, Farmingdale, New York. A copy of the unit price schedule for each of the three years is attached to this letter.

Based on the unit prices submitted, the total bid comparison amount submitted for the first year (January 1, 2024 – December 31, 2024) is \$26,000.00.

Lexington Technologies has successfully completed similar maintenance work for the District as well as many other Long Island water suppliers. It is our opinion that Lexington Technologies is qualified, and their bid prices are fair and reasonable. Therefore, we recommend the contract be awarded to **Lexington Technologies** for 2024 based on the unit prices submitted. Extension of the contract for additional years, shall be done at District discretion by formal letter.

If you have any further questions regarding the above letter, please contact our office.

Very truly yours,

**H2M architects + engineers**

John R. Collins, P.E.

JRC:hfc

**ecc: Supt. Frank Mancini  
Robin Halpin  
Christopher Abbott, Esq.  
Teresa Balducci**

X:\RDWD (Riverhead Water District) - 10810\RDWD2302 - Annual Maintenance and Emergency Services Contracts\03-Bid\Recommendation\23.12.19 Recommendation - Process Control.docx

PROCESS CONTROL SYSTEM MAINTENANCE  
AND EMERGENCY SERVICES CONTRACT  
H2M PROJECT NO.: RDWD2302 (PC)

RIVERHEAD WATER DISTRICT  
TOWN OF RIVERHEAD  
SUFFOLK COUNTY, NEW YORK  
BID DATE: DECEMBER 7, 2023

**A. Bid Form:**

Item No.	Description	Hourly Rates		
		Jan. 1, 2024 thru Dec. 31, 2024	Jan. 1, 2025 thru Dec. 31, 2025	Jan. 1, 2026 thru Dec. 31, 2026
1A	Minimum Basic Service Charge (non-emergency) – Scheduled. First two hours on site - (travel time to and from not included).	\$ 700.00	\$ 750.00	\$ 800.00
2A	Minimum Emergency Service Charge – Emergency. First two hours on site - (travel time to and from not included).	\$ 400.00	\$ 450.00	\$ 500.00
3A	Straight Time Hourly rate, including one technician, for Control system services of District facilities, <i>weekdays Monday through Friday (exclusive of holidays), between the hours of 7:30 A.M. and 4:00 P.M.</i>	On-site: \$ 175.00 ----- Remote: \$ 120.00	On-site: \$ 185.00 ----- Remote: \$ 130.00	On-site: \$ 195.00 ----- Remote: \$ 140.00
4A	Overtime Hourly rate, including one technician, for Control system services of District facilities, <i>weekdays Monday through Friday (exclusive of holidays), between the hours of 4:00 P.M. and 7:30 A.M.</i>	On-site: \$ 175 ----- Remote: \$ 120	On-site: \$ 185 ----- Remote: \$ 130	On-site: \$ 195.00 ----- Remote: \$ 140.00
5A	Overtime Hourly rate, including one technician, for Control system services of District facilities, <i>Saturday and Sunday – All Hours.</i>	On-site: \$ 175.00 ----- Remote: \$ 120.00	On-site: \$ 185.00 ----- Remote: \$ 130.00	On-site: \$ 195.00 ----- Remote: \$ 140.00
6A	Overtime Hourly rate, including one technician, for Control system services of District facilities, <i>Holidays – All Hours. Provide list of holidays with your bid.</i>	On-site: \$ 175.00 ----- Remote: \$ 120.00	On-site: \$ 185.00 ----- Remote: \$ 130.00	On-site: \$ 195.00 ----- Remote: \$ 140.00
7A	Scheduled preventative maintenance inspection as described in these proposal documents for 18 sites and District main office – <i>Lump sum</i>	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00