

**WESTCHESTER JOINT WATER WORKS**

**Pre-Meeting Packet**

**For**

**Tuesday, November 24, 2020 at 3:30 p.m.**

**Board Meeting**

**NOTICE OF MEETING**

**WESTCHESTER JOINT WATER WORKS  
BOARD OF TRUSTEES  
MEETING**

The Westchester Joint Water Works Board of Trustees Meeting has been scheduled for:

**DATE:** November 24, 2020

**DAY:** Tuesday

**TIME:** 3:30 p.m.

**LOCATION:** Westchester Joint Water Works  
1625 Mamaroneck Avenue  
Mamaroneck, NY 10543

**Due to coronavirus concerns and in accordance with the Governor's Executive Order 202.1, the public will be able to attend the meeting remotely through an audio conference – access information to be provided in advance of the meeting on WJWW's website, [www.wjww.com](http://www.wjww.com)**

If you have any questions, please call (914) 698-3500, extension 610.

**WESTCHESTER JOINT WATER WORKS  
BOARD OF TRUSTEES MEETING AGENDA**

**Tuesday, November 24, 2020 at 3:30 p.m.**

**In**

**Main Office Conference Room**

**Due to coronavirus concerns and in accordance with the Governor's Executive Order 202.1, the public will be able to attend the meeting remotely through an audio conference – access information to be provided in advance of the meeting on WJWW's website, [www.wjww.com](http://www.wjww.com) and can also be accessed via the Zoom link below:**

**Join Zoom Meeting**

<https://zoom.us/j/92913064695?pwd=eVV5VGRzMfQwRGx6MnZQazVVaklJdz09>

**Meeting ID: 929 1306 4695**

**Password: 002934**

**Dial by your location: +1 929 205 6099 US (New York)**

**I. APPROVAL OF MINUTES**

- November 10, 2020 Board Meeting

**II. FINANCIAL REPORTS AND APPROVALS**

- Bank Balances
- Approval of Claims
- General Administration
  - Local Capital Projects for each Member Municipality for Water Infrastructure Repair/Replacement in Advance of Paving Projects within the Member Municipalities
  - Amendments to Various Capital Projects
  - Project A-1310 Barry Ave / Macy Rd Transmission Main (Contractor Payment)
  - Purchase Booster Station SCADA Engineering Proposal (Woodard & Curran)
  - Architect Proposal to Evaluate/Design Garage Renovation for Record Storage
  - Rye Lake Filtration Plant

**III. OLD BUSINESS**

- Project Updates

**IV. MANAGER'S REPORT**

**V. NEW BUSINESS**

**VI. CONSIDERATION OF EXECUTIVE SESSION**

**VII. DATE OF NEXT MEETING - TBD**

**WESTCHESTER JOINT WATER WORKS**  
**Board of Trustees Meeting**  
**Tuesday, November 10, 2020 at 3:30 p.m.**

The meeting was called to order at 3:32 p.m. with the following members present (via video conference):

**Present:**

- Trustees: Ron Belmont, Tom Murphy, Nancy Seligson,
- Lori Lee Dickson, General Counsel
- Paul Kutzy, Manager
- David Birdsall, Business Director
- Frank Arcara, Chief Water Treatment Plant Operator 1-B
- Jacqueline Briggs, Assistant Civil Engineer
- Zach Wasp, Junior Civil Engineer

**Approval of Minutes**

Trustee Murphy made a motion to approve the minutes of the October 28, 2020 Board meeting. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

**Financial Reports and Approvals**

The Business Director reviewed bank balances and presented claims to the Board highlighting significant items, among them: Contractor Payment – Member Municipality Sewer Rents, Payroll Related Items, Distribution System Materials, Winged Foot Tank Engineering Fees and Infrastructure Taxes (City of Rye).

Approval of Claims: Trustee Murphy made a motion to approve 101 claims totaling \$1,211,368.00. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

- Final Payment ELQ (Barry Avenue/Macy Road TVOH): Discussions about a payment due to ELQ pending resolution of pavement issues along Avondale Road, potentially related to work done as part of Capital project A-1310 Barry Ave/Macy Rd Transmission Main, continued. WJWW staff and the contractor have met at the site and have had subsequent meetings. The Business Director explained that the submitted claim is made up of contract work and the retainage fee. It was suggested that a payment of \$206,138.81 for the contractor work be made at this time and that the approximate \$152,000 remaining balance related to the retainage fee be held, pending a final resolution of the issue. Partial payment of the contract work will be handled as a pre-approved item.

## General Administration:

- **UV Facility Equipment Bid:** EFI Solutions submitted an equipment bid for the construction of a prefabricated UV treatment station in the estimated amount of \$4,277,063.00, which the Business Director explained was lower than anticipated in the engineer's estimate by approximately \$200 thousand. An independent evaluation of the proposal by H2M Architects and Engineers found EFI, the sole bidder, to be qualified, experienced and successful with projects similar in size and complexities to WJWW's project. WJWW is familiar with EFI and has contracted with them in the past, as they did prefabricated work related to the Kenilworth Booster Station project. Approximately 6 months will be needed to construct this prefabricated station. It was also noted that this work is on a separate track from any site work that needs to be done. The Business Director reminded the Board that a New York State Grant of up to \$3.2 million dollars has been awarded to WJWW for this project with an estimated total cost of \$8.0 million. Trustee Murphy made a motion to approve the EFI Solutions equipment bid to construct a prefabricated UV treatment station in the estimated amount of \$4,277,063.00. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson  
Trustee Belmont  
Trustee Murphy

"aye"  
"aye"  
"aye"

- **Rye Lake Filtration Facility:** General Counsel presented for the Board of Trustees consideration, a detailed Resolution to declare the intent of Westchester Joint Water Works to serve as Lead Agency for the SEQRA review of a water filtration plant (Project A-1364) for treatment of the Rye Lake public water source. The resolution states as follows:

### **"WJWW BOARD RESOLUTION DECLARING LEAD AGENCY FOR THE SEQRA REVIEW OF A WATER FILTRATION PLANT FOR TREATMENT OF THE RYE LAKE PUBLIC WATER SOURCE**

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the following resolution was adopted by the Board of Trustees of the Westchester Joint Water Works, Mamaroneck, New York:

**WHEREAS**, in compliance with mandates of the New York State Sanitary Code and Federal Regulations, the Westchester Joint Water Works ("WJWW") has proposed to construct a filtration plant, on property to be acquired from the County of Westchester within the Town of Harrison, for the filtration and other treatment of drinking water from the Rye Lake public water source (the "Project"); and

**WHEREAS**, the Project constitutes an "action" by WJWW subject to environmental review in compliance with New York State Environmental Quality Review Act and the provisions of 6 NYCRR Part 617 ("SEQRA"); and

**WHEREAS**, in accordance with the provisions of SEQRA, on January 28, 2020, the Board of Trustees of the WJWW declared its intent to act as Lead Agency for purposes of the environmental review of the Project and called for the circulation of a Notice of Intent to all Involved and Interested Agencies which was accomplished on February 14, 2020; and

**WHEREAS**, in accordance with SEQRA, the Notice of Intent provided the Involved Agencies with a mandatory minimum 30-day period to expire on

March 23, 2020 within which to convey objections to WJWW assuming the role of Lead Agency; and

**WHEREAS**, WJWW further extended the period for response by serving three additional Extension Notices to the Involved Agencies with respective expiration dates of April 23, May 22 and June 22, 2020; and

**WHEREAS**, on June 22, 2020, WJWW served the fourth and final Extension Notice on the Involved Agencies with the expiration date of July 31, 2020; and

**WHEREAS**, in response to a possible opportunity conveyed by WJWW's member municipality the Town/Village of Harrison for WJWW to collaborate with the Town/Village of Harrison Planning Board ("Planning Board"), and anticipating that the Planning Board would be taking mirror action at its scheduled meeting on August 4, 2020, WJWW passed a resolution on July 28, 2020 declaring intent to serve as co-lead agency with the Planning Board and authorized the drafting of a new Notice of Intent and Memorandum of Agreement for Co-Lead Agency; and

**WHEREAS**, following a delay of the Planning Board's August 4 meeting due to weather, the Planning Board took no action at its reschedule meeting on August 18, 2020 or subsequent meetings to recognize the opportunity to collaborate or establish a co-lead agency relationship; and

**WHEREAS**, with the opportunity for collaboration now foreclosed by the Planning Board's inaction, and upon the expiration of the final extension period on July 31 without having received a timely notice of objection by any Involved Agency to WJWW's service as lead agency for the Project, WJWW will now move forward with the SEQRA review of the Project as Lead Agency and complete all necessary assessments, undertake all processes, meet all deadlines and make determinations in accordance with mandates of SEQRA.

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Westchester Joint Water Works hereby rescinds its resolution dated July 28, 2020 withdrawing the offer to serve as co-lead agency with the Town/Village of Harrison Planning Board and declares that WJWW shall act as Lead Agency for the SEQRA Review of the Rye Lake Filtration Plant; and

**BE IT FURTHER RESOLVED** that the Board of Trustees of the Westchester Joint Water Works hereby calls for the preparation of a draft scope for its review which will guide the preparation of an Environmental Impact Statement in compliance with SEQRA.

ROLL CALL AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

DATE: \_\_\_\_\_ 2020"

Trustee Murphy made the following motion to approve the Resolution (Project A-1364), as stated: "**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of the Westchester Joint Water Works hereby rescinds its resolution dated July 28, 2020 withdrawing the offer to serve as co-lead agency with the Town/Village of Harrison Planning Board and declares that WJWW shall act as Lead Agency for the SEQRA Review of the Rye Lake Filtration Plant; and **BE IT FURTHER RESOLVED** that the Board of Trustees of the Westchester Joint Water Works hereby calls for the preparation of a draft scope for its review which will guide the preparation of an Environmental Impact Statement in compliance with SEQRA." Trustee Belmont seconded the motion, all in favor:

Trustee Seligson  
Trustee Belmont  
Trustee Murphy

“aye”  
“abstain”  
“aye”

Award of Professional Engineering Services Contract: WJWW conducted a full vetting of all proposals and qualifications submitted for the Engineering services related to the Rye Lake Filtration Facility. Two firms, Hazen and Sawyer and H2M responded to the request for proposals. Both firms are regarded as very high quality, experienced and have a long history working with WJWW. WJWW Operations, Engineering and Administrative staff performed a thorough evaluation of the proposals, independent of one another, using a 100-point scale rating system. Both firms scored well, but Hazen and Sawyer was selected based on its knowledge and experience with the development of similar sized DAFF filtration projects for surface water systems as well as its knowledge of this specific project. The Manager indicated that up to this point WJWW has been working very well with Eileen Feldman of Hazen and that she would serve in the capacity of project manager going forward. General Counsel explained that as a Type II Action, this does not commit anyone to anything, but allows for preliminary steps to be taken, as stated in SEQRA regulations:

“Section 617.5 (c) (24) information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action;

And Section 617.5 (c) (27) conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action;”

The contract, with a \$10,947,900 estimated value, if approved, designates Hazen and Sawyer as the firm to perform all duties related to the Engineering Services in connection with this project as designated by WJWW. The estimated cost of the contract is based on levels of past work done. Trustee Belmont made a motion to award the Professional Engineering Services contract to Hazen and Sawyer for the Engineering and related services for the Rye Lake Filtration Facility in the estimated amount of \$10,947,900. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson  
Trustee Belmont  
Trustee Murphy

“aye”  
“aye”  
“aye”

### **Old Business**

The Chief Water Treatment Plant Operator explained that WJWW staff has worked on 4 water main breaks in the last two weeks (including a sizable break on Flagler Drive/TOH), 4 fire hydrant replacements (including one that WJWW staff performed), as well as routine work. He shared that the Winged Foot tank is now back in service, following acceptable water sample results and subsequent WCDOH approval. The Chief Water Treatment Plant Operator also reported that 168 samples taken to test for various water parameters, including TTHM and HAA5, have all come back normal, including from areas that have previously been of concern.



The Junior Civil Engineer updated the Board on the following projects:

- Mamaroneck Ave Bridge (near I95 entrance): Temporary main pressure testing was successful and has been super chlorinated, as construction work continues on the existing bridge structure. Sample tests are expected tomorrow. WJWW will activate the temporary main in the coming weeks.
- Two water service interruptions are expected to occur due to scheduled water main connection projects. The first project, located at Halstead and Harrison Avenues, is part of ongoing construction at The Avalon apartments. The installation of a fire line for a property located across the street (307 Halstead Ave), will take place at the same time. This work is scheduled for Tuesday, November 17<sup>th</sup> at 2:00 a.m.. The second project, located at 615 Fifth Avenue/TOM, will involve the installation of two Tees for domestic and fire lines on the 16" main at this location. Work to repair a leaking valve further down on Harrison Avenue will also occur at this time. The project is scheduled for Friday, November 20<sup>th</sup> at 2:00 a.m. The emergency interconnection with SUEZ at Boston Post Road has been arranged to be opened during the shut down. All pre-excavation work will be done during the daylight hours, but noise associated with the operation of a backhoe and the cutting of the pipe, is anticipated.

### **Manager's Report**

No Manager's Report needed at this time.

### **Executive Session**

At 4:02 p.m., Trustee Murphy made a motion to go into Executive Session for advice of counsel and to discuss personnel issues regarding a certain individual. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

At 4:27 p.m., Trustee Belmont made a motion to leave Executive Session and return to the regular Board meeting. Trustee Murphy seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"

### **New Business**

The Trustees thanked WJWW Manager Paul Kutzy for the great work that he's been doing since joining WJWW and recommended a salary adjustment reflective of that performance. Trustee Murphy made a motion to approve the salary adjustment for WJWW Manager Paul Kutzy. Trustee Belmont seconded the motion, all in favor:

Trustee Seligson	"aye"
Trustee Belmont	"aye"
Trustee Murphy	"aye"



**Date of Next Meeting**

The next Board of Trustees meeting is scheduled for November 24, 2020 at 3:30 p.m.

With no further business to discuss, Trustee Belmont made a motion to adjourn the meeting. Trustee Murphy seconded the motion:

Trustee Seligson  
Trustee Belmont  
Trustee Murphy

“aye”  
“aye”  
“aye”

The meeting adjourned at 4:30 p.m.

DRAFT

**WESTCHESTER JOINT WATER WORKS**  
**REPORT OF BANK ACCOUNT BALANCES WITH STERLING NATIONAL BANK**  
**JANUARY 1, 2020 TO NOVEMBER 24, 2020**

ACCOUNT	Interest Rates	01/14/20	01/28/20	02/11/20	02/26/20	03/11/20	03/31/20	04/14/20	04/28/20	05/12/20	05/26/20	06/09/20	06/23/20
GENERAL FUND	0.050	6,072,412	6,273,723	7,213,619	6,282,180	4,335,988	4,371,224	5,009,804	4,825,364	4,191,921	3,238,939	2,944,361	2,307,357
MONEY MARKET	0.120	1,204,345	1,204,345	1,204,467	1,204,467	1,204,582	1,204,582	1,204,704	1,204,704	1,204,820	1,204,820	1,205,588	1,205,588
CONSUMER DEP	0.170	817,603	826,403	820,521	817,521	814,632	817,632	817,749	817,749	811,861	808,861	808,300	802,300
CAPITAL FUND	0.170	9,702	9,702	9,703	9,703	9,705	9,705	9,706	9,706	7,607	3,175	6	6
<b>TOTALS:</b>		<b>8,104,062</b>	<b>8,314,173</b>	<b>9,248,310</b>	<b>8,313,871</b>	<b>6,364,907</b>	<b>6,403,143</b>	<b>7,041,963</b>	<b>6,857,523</b>	<b>6,216,209</b>	<b>5,255,795</b>	<b>4,958,255</b>	<b>4,315,251</b>

ACCOUNT	07/14/20	07/28/20	08/11/20	08/25/20	09/08/20	09/22/20	10/13/20	10/28/20	11/24/20	11/24/20		
GENERAL FUND	3,698,814	4,414,829	3,609,006	4,727,215	6,681,860	6,106,633	5,776,143	8,410,967	9,129,753	6,959,256		
MONEY MARKET	1,205,839	1,205,839	1,206,099	1,206,099	1,206,358	1,206,358	1,206,536	1,206,536	1,206,614	1,206,614		
CONSUMER DEP	808,333	802,333	799,367	799,367	802,401	786,626	777,434	780,434	780,450	780,450		
CAPITAL FUND	9,694	9,694	9,694	9,694	9,695	9,695	9,695	9,695	9,695	9,695		
<b>TOTALS:</b>	<b>5,722,680</b>	<b>6,432,695</b>	<b>5,624,166</b>	<b>6,742,375</b>	<b>8,700,314</b>	<b>8,109,312</b>	<b>7,769,807</b>	<b>10,407,631</b>	<b>11,126,512</b>	<b>8,956,015</b>		

**WESTCHESTER JOINT WATER WORKS**  
**CLAIMS LISTING FOR APPROVAL BY BOARD OF TRUSTEES**  
**TUESDAY, NOVEMBER 24, 2020**

DATE OF MEETING	01/14/20	01/28/20	02/11/20	02/26/20	03/11/20	04/14/20	04/28/20	05/12/20	05/26/20	06/09/20	06/23/20	07/14/20	07/28/20	08/11/20	TOTAL
TOTAL NUMBER OF CLAIMS:	220	92	150	190	107	210	60	164	75	96	110	129	68	56	1900
TOTAL NUMBER OF CHECKS:	199	82	139	180	97	194	50	152	66	86	102	121	60	54	1742
AMOUNT OF CLAIMS & CHECKS	\$2,300,932	\$914,152	\$1,191,195	\$3,705,471	\$669,204	\$2,122,688	\$759,521	\$1,709,014	\$1,735,616	\$691,103	\$1,053,286	\$464,062	\$1,631,976	\$168,982	\$21,199,655
<b>MAJOR CATEGORIES</b>															
PAYROLL & BENEFITS	\$246,486	\$130,625	\$127,711	\$119,500	\$117,299	\$175,030	\$116,910	\$130,895	\$129,318	\$126,634	\$126,506	\$115,757	\$114,646	\$115,265	\$2,068,553
CHEMICALS, MATERIALS, PARTS	\$266,256	\$84,153	\$84,219	\$12,582	\$40,458	\$154,650	\$12,402	\$84,859	\$6,092	\$11,011	\$48,888	\$39,823	\$25,767	\$24,683	\$974,746
PERMITS/INSURANCES	\$94,470	\$89,421	\$20,050	\$103,122	\$715	\$89,461	\$0	\$92,277	\$5,136	\$676	\$82,851	\$114,997	\$8,600	\$5,091	\$790,492
PROFESSIONAL/ENGINEERING/LEGAL	\$93,293	\$59,645	\$16,932	\$52,054	\$68,529	\$75,333	\$0	\$50,200	\$8,787	\$32,754	\$24,960	\$34,838	\$7,115	\$1,491	\$537,567
NYC WATER BOARD/UNITED WATER	\$1,263,054	\$0	\$0	\$2,504,554	\$0	\$478,597	\$0	\$0	\$1,399,201	\$0	\$450,506	\$0	\$0	\$0	\$6,825,572
OFFICE & COMPUTER	\$11,532	\$18,706	\$9,534	\$25,418	\$8,665	\$7,141	\$16,866	\$26,319	\$9,945	\$10,040	\$11,646	\$12,333	\$6,794	\$9,860	\$190,647
UTILITIES & TELEPHONES	\$31,890	\$36,883	\$7,791	\$23,797	\$6,431	\$31,251	\$5,989	\$25,688	\$2,725	\$23,667	\$3,871	\$25,152	\$2,506	\$3,561	\$261,063
EMPLOYEE EDUCATION/EXPENSE	\$956	\$1,090	\$672	\$390	\$566	\$1,025	\$0	\$0	\$260	\$20	\$389	\$230	\$244	\$0	\$6,565
MEDICARE REIMBURSEMENTS	\$0	\$0	\$0	\$15,704	\$434	\$0	\$0	\$0	\$0	\$0	\$15,993	\$145	\$0	\$0	\$32,276
CUSTOMER REFUNDS	\$3,897	\$2,408	\$1,276	\$6,153	\$1,421	\$1,243	\$0	\$3,840	\$2,812	\$733	\$1,244	\$30	\$56	\$442	\$35,966
BLDGSGROUNDS IMPROVEMENTS	\$41,313	\$3,520	\$13,470	\$32,285	\$3,423	\$34,195	\$2,544	\$9,753	\$3,444	\$3,614	\$18,397	\$15,462	\$3,942	\$2,383	\$212,857
TAXES	\$32,725	\$0	\$11,320	\$0	\$0	\$0	\$67,927	\$0	\$0	\$10,163	\$26,100	\$0	\$0	\$864	\$149,099
AUTHORIZATIONS	\$131,111	\$1,312	\$313,924	\$652,079	\$11,440	\$541,099	\$27,318	\$332,638	\$134,009	\$93,173	\$241,935	\$547,502	\$166,982	\$5,342	\$3,770,208
O/S CONTRACTORS	\$83,949	\$0	\$584,296	\$157,833	\$409,823	\$275,318	\$9,876	\$102,148	\$33,887	\$378,418	\$0	\$34,640	\$27,537	\$0	\$2,471,481
TOTAL CLAIMS/CHECKS:	\$2,300,932	\$407,763	\$1,191,195	\$3,705,471	\$669,204	\$1,864,343	\$759,521	\$858,617	\$691,103	\$1,053,286	\$464,062	\$2,082,453	\$374,544	\$168,982	\$18,327,092
REIMB. FOR SEWER RENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$446,419	\$0	\$0	\$0	\$0	\$595,109	\$0	\$1,547,917
DISTRIBUTIONS TO MUNIS	\$0	\$506,389	\$0	\$0	\$0	\$258,345	\$0	\$403,978	\$0	\$0	\$0	\$0	\$662,323	\$0	\$1,324,646
<b>GRAND TOTAL:</b>	<b>\$2,300,932</b>	<b>\$914,152</b>	<b>\$1,191,195</b>	<b>\$3,705,471</b>	<b>\$669,204</b>	<b>\$2,122,688</b>	<b>\$759,521</b>	<b>\$1,709,014</b>	<b>\$1,735,616</b>	<b>\$691,103</b>	<b>\$1,053,286</b>	<b>\$464,062</b>	<b>\$1,631,976</b>	<b>\$168,982</b>	<b>\$21,199,655</b>

DATE OF MEETING	08/25/20	09/08/20	09/22/20	10/13/20	10/28/20	11/10/20	11/24/20	TOTAL
TOTAL NUMBER OF CLAIMS:	1900	111	126	175	126	101	139	2769
TOTAL NUMBER OF CHECKS:	1742	103	118	163	118	92	129	2548
AMOUNT OF CLAIMS & CHECKS	\$21,199,655	\$1,912,032	\$467,351	\$3,311,924	\$2,373,557	\$2,772,957	\$2,950,927	\$36,199,771
<b>MAJOR CATEGORIES</b>								
PAYROLL & BENEFITS	\$2,068,553	\$124,242	\$123,230	\$236,910	\$253,907	\$120,893	\$199,927	\$3,255,731
CHEMICALS, MATERIALS, PARTS	\$974,746	\$82,644	\$98,396	\$31,882	\$344,139	\$146,517	\$45,660	\$1,858,353
PERMITS/INSURANCES	\$790,492	\$102,278	\$5,269	\$125	\$0	\$4,536	\$1,000	\$904,540
PROFESSIONAL/ENGINEERING/LEGAL	\$537,567	\$47,327	\$62,790	\$10,191	\$21,803	\$40,549	\$53,330	\$803,948
NYC WATER BOARD/UNITED WATER	\$6,825,572	\$1,484,497	\$0	\$1,598,187	\$1,545,453	\$0	\$1,665,414	\$13,119,123
OFFICE & COMPUTER	\$190,647	\$4,226	\$77,361	\$14,743	\$32,546	\$2,672	\$5,964	\$329,064
UTILITIES & TELEPHONES	\$261,063	\$36,175	\$691	\$49,707	\$6,224	\$40,484	\$0	\$436,773
EMPLOYEE EDUCATION/EXPENSE	\$6,565	\$2,763	\$0	\$0	\$1,165	\$0	\$4,134	\$14,627
MEDICARE REIMBURSEMENTS	\$32,276	\$0	\$0	\$15,993	\$0	\$0	\$0	\$49,137
CUSTOMER REFUNDS	\$35,966	\$11,151	\$0	\$2,004	\$0	\$7,666	\$244	\$61,749
BLDGSGROUNDS IMPROVEMENTS	\$212,857	\$8,789	\$49,068	\$1,700	\$13,492	\$2,620	\$5,671	\$297,574
TAXES	\$149,099	\$0	\$0	\$24,593	\$0	\$25,458	\$0	\$236,670
AUTHORIZATIONS	\$3,770,208	\$7,940	\$50,546	\$231,433	\$90,804	\$2,382,432	\$89,612	\$7,289,100
O/S CONTRACTORS	\$2,471,481	\$0	\$0	\$432,133	\$6,504	\$24,588	\$34,579	\$3,234,051
TOTAL CLAIMS/CHECKS:	\$18,327,092	\$1,912,032	\$467,351	\$2,649,601	\$2,373,557	\$2,772,957	\$2,950,927	\$31,910,440
REIMB. FOR SEWER RENTS	\$1,547,917	\$0	\$0	\$0	\$0	\$0	\$0	\$2,302,362
DISTRIBUTIONS TO MUNIS	\$1,324,646	\$0	\$0	\$662,323	\$0	\$0	\$0	\$1,986,969
<b>GRAND TOTAL:</b>	<b>\$21,199,655</b>	<b>\$1,912,032</b>	<b>\$467,351</b>	<b>\$3,311,924</b>	<b>\$2,373,557</b>	<b>\$2,772,957</b>	<b>\$2,950,927</b>	<b>\$36,199,771</b>

**WESTCHESTER JOINT WATER WORKS  
GENERAL FUND ACCOUNTS  
TUESDAY, NOVEMBER 24, 2020**

**CASH BALANCE IN STERLING NATIONAL BANK:**

GENERAL FUND	11/1/2020	\$	9,606,368.00
MONEY MARKET	11/1/2020	\$	1,206,613.89
TOTAL:		\$	10,812,981.89

**NET ACTIVITY: FROM 11/1/2020 TO 11/24/2020**

STERLING NATIONAL BANK		\$	(2,647,112.15)
		\$	(2,647,112.15)

**CASH AVAILABLE TO PAY CLAIMS:**

GENERAL FUND:	11/24/2020	\$	6,959,255.85
MONEY MARKET	11/24/2020	\$	1,206,613.89
TOTAL:		\$	8,165,869.74

**LESS: UNAPPROVED CLAIMS:** \$ (2,832,213.10)

**OUTSTANDING CHECKS PRIOR PERIODS:** \$ (671,730.11)

**CASH BALANCE AFTER PAYING CLAIMS:** \$ 4,661,926.53

**CLAIMS PAYABLE:**

<u>DATE</u>	<u>FROM</u>	<u>TO</u>	
10-Nov-20	2011058	2011060	\$ 16,920.00
Check Nos.	60561	60563	
Voided Checks	N/A	N/A	
12-Nov-20	2011061	2011085	\$ 1,352,007.25
Check Nos.	60564	60587	
17-Nov-20	2011091	2011151	\$ 998,880.73
Check Nos.	60588	60648	
18-Nov-20	2011157	2011197	\$ 464,405.12
Check Nos.	60649	60687	

**TOTAL CLAIMS PAYABLE:** \$ 2,832,213.10

**PAYROLL CLAIMS**

**(ZERO BALANCE CHECKING ACCOUNT)**

<u>DATE</u>	<u>FROM</u>	<u>TO</u>	
13-Nov-20	2011086	2011090	\$ 60,347.62
Check Nos.	2237	2237	
18-Nov-20	2011152	2011156	\$ 58,365.96
Check Nos.	2238	2238	

**TOTAL PAYROLL CLAIMS:** \$ 118,713.58

**TOTAL ALL CLAIMS:** \$ 2,950,926.68

Prepared by: \_\_\_\_\_ David Birdsall, Business Director

Submitted by: \_\_\_\_\_ David Birdsall, Business Director

Approved by: \_\_\_\_\_ Nancy Seligson, Chairperson  
Board of Trustees

VB REFERENCE	VENDOR NAME.....	AMOUNT DUE	DESCRIPTION
002011091	AIRGAS, INC	213.64	(4) CARBON DIOXIDE FG LEASE
002011092	AIRGAS, INC	136.38	(4) 80 LBS CYLINDERS CARBON DIOXIDE
002011061	ARROW BLACK TOP & MASO	415.45	REFUND HYDRANT PERMIT 2020-07
002011093	ADP, INC.	1,333.28	P/E 10/17;10/24;10/31;11/5;11/7 PAYROLL PROCESS
002011094	B & A AUTOMOTIVE INC	519.00	10/12/20 14 FORD ESC/TRANSMIS SERV;REAR DIFFERENTI
002011095	B & A AUTOMOTIVE INC	46.89	10/15/20 07 GMC SIERRA 3500 LF HEADLIGHT
002011096	B & A AUTOMOTIVE INC	46.89	10/200/20 07 GMC SIERRA 3500/RG HEADLIGHT
002011097	B & A AUTOMOTIVE INC	3,369.99	10/26/20 14 FORD SD/REAR WHEELS SMOKING,EVAP LEAK
002011098	B & A AUTOMOTIVE INC	153.45	10/12/20 17 FORD EXP/OIL SERV;INSPECT;LIC PL LIGH
002011099	BEL-AQUA POOL SUPPLY I	521.36	(2) 100LB DRYTECH/CCH CHLORINE/WATER MAINS
002011100	BLACKSTONE HEATING AND	1,588.16	CALL DUE TO NO HEAT/MAINTENANCE PERFORMANCE
002011062	CABLEVISION LIGHTPATH,	1,351.29	11/1/20-11/30/20 INTERNET / WJWW OFFICE
002011101	CALCAGNI INC.	3,800.00	(40) HR /ONE MAN TO FLUSH HYDRANTS
002011157	BRYAN CAVE	9,210.60	A1364 JOINT RYE LAKE FILTRATION FACILITY
002011063	CARMEL WINWATER WORKS	3,180.25	FOSTER ADAPTER, UNDER GROUND CLAMP/INVENTORY
002011158	CARMEL WINWATER WORKS	1,650.00	A1373 JOINT PURCHASE BOOSTER STATION/RYE LAKE
002011102	CITIBANK	329.92	OCTOBER 2020 GAS; UPS; APPLE;NYS DOS CORP
002011064	CONNECTICUT BUSINESS S	147.16	7/19/20-10/18/20 XEROX OVERAGE CHARGE
002011159	COYNE CHEMICAL CO., IN	8,159.33	(48) ACCUTABS / WEAVER ST PLANT
002011160	AMAURY DAUGE	80.55	REFUND/FINAL BILL CREDIT ON ACCOUNT
002011103	DIAMOND CAR WASH	540.00	(6) CASH WASH BOOKS/FULL SERV BOOKS
002011065	ELQ INDUSTRIES	206,138.81	A1310 JOINT BARRY AVE/MACY RD 16" WATER MAIN
002011161	ELQ INDUSTRIES	188,076.24	A1346 JOINT NEW 2 MG KENILWORTH WATER STORAGE
002011162	ELQ INDUSTRIES	199,615.75	A1346 NEW 2 MG KENILWORTH /FINAL RETAINAGE PAYABLE
002011104	ETRE ASSOCIATES LTD	3,338.00	TO REIMBURSE RETAINAGE WITHELD ON INV1801
002011105	ETRE ASSOCIATES LTD	12,589.15	7/24/20 T/M 20 LANDSDOWNE DR/WATER MAIN REP
002011106	ETRE ASSOCIATES LTD	18,137.72	7/24/20 T/M FERNWOOD & WEST BROOKSIDE/REPL HYDRANT
002011107	ETRE ASSOCIATES LTD	12,112.83	7/24/20 CT/H 79 WESTERLEIGH RD/8" WATER MAIN REP
002011108	ETRE ASSOCIATES LTD	4,596.29	6/10/20 T/H 34 RIGENE RD/EXCAVATE & REPL CURB VALV
002011109	ETRE ASSOCIATES LTD	29,952.12	7/2/20 V/M 33-35-37 TOP OF THE RIDGE/SERVICE CONN
002011110	ETRE ASSOCIATES LTD	23,312.73	7/2/20 V/M PARK AVE/REPLACEMENT HYDRANT & VALVE
002011111	ETRE ASSOCIATES LTD	11,506.87	7/2/20 V/M 309 FOURTH ST/LEAD LEAK REP REN/RE-TAP
002011112	ETRE ASSOCIATES LTD	5,010.23	7/17/20 V/M 321 WAGNER AVE PAVING PATCHES
002011113	ETRE ASSOCIATES LTD	8,750.64	7/1/20 T/H WESTCHESTER PARK DR/REPLACE HYDRANT
002011114	ETRE ASSOCIATES LTD	7,842.36	7/6/20 T/H WESTCHESTER PARK DR/REPLACE HYDRANT
002011115	ETRE ASSOCIATES LTD	26,900.16	7/24/20 T/H HARRISON AVE & CRYSTAL/INST TEE,VALVE
002011116	ETRE ASSOCIATES LTD	13,298.76	7/24/20 T/H 23 BUCK OUT/SERV CONN LEAK REPAIR
002011117	ETRE ASSOCIATES LTD	5,587.13	7/13/20 T/H 245 PARK AVE/SERV CONN LEAK REPAIR REN
002011118	ETRE ASSOCIATES LTD	11,117.64	7/17/20 V/M 1216 PARK AVE/SERVICE CONN RENEWAL
002011119	ETRE ASSOCIATES LTD	4,878.62	7/14/20 T/H 450 PURCHASE ST./SERV CONN REPAIR
002011120	ETRE ASSOCIATES LTD	5,800.82	7/15/20 T/H 6 PURDY ST /INSTALL VALVE CLUSTER
002011121	ETRE ASSOCIATES LTD	14,960.49	7/24/20 T/M 94 EDGEWOOD AVE/SERV CONN LEAK REP
002011122	ETRE ASSOCIATES LTD	1,697.44	5/14/20 V/M 725 STUART AVE/EXCAVATE FOR LEAD REN
002011123	ETRE ASSOCIATES LTD	2,454.00	7/15/20 T/H 19 PURDY ST/EXCAVATE TO REPL WATER SER
002011124	ETRE ASSOCIATES LTD	3,760.37	7/21/20 T/H 21 PARK DR S/SERVICE CONN LEAK REPAIR
002011125	ETRE ASSOCIATES LTD	7,842.36	7/22/20 T/H NEW STREET/REPLACE BROKEN HYDRANT
002011126	ETRE ASSOCIATES LTD	8,718.68	J2014 9/30/20 T/H 7&11 EDGEWOOD LANE/EXCAVATE
002011127	ETRE ASSOCIATES LTD	10,958.08	J2015 10/02/20 T/H 7&11 EDGEWOOD LN/EXCAVATE
002011128	ETRE ASSOCIATES LTD	9,653.05	J2016 10/1/20 T/H 7&11 EDGEWOOD LN/TEE & VALVE INS
002011066	FEDERAL EXPRESS CORP.	31.45	11/4/20 BATCHING DEPT KLIK TECH
002011129	GREATAMERICA FINANCIAL	206.22	10/1/20-10/31/20 XEROX C8045 COPIER LEASE
002011130	HACH COMPANY	68.94	WATER, DEIONIZED 500ML./FOR PLANTS
002011163	HACH COMPANY	441.17	DPD FREE BULK DISPENSER + POWDER
002011131	H2M ARCHITECTS + ENGIN	495.00	2019 OPERATING CONSULTING/WJWW2050 PROJECT

VB REFERENCE	VENDOR NAME.....	AMOUNT DUE	DESCRIPTION
002011164	H2M ARCHITECTS + ENGIN	24,100.20	A1362 JOINT WINGED FOOT TANK REHAB/THROUGH9/25/20
002011165	H2M ARCHITECTS + ENGIN	1,350.00	A1352 JOINT RYE LAKE UV FACILITY/THROUGH 9/25/20
002011166	H2M ARCHITECTS + ENGIN	1,854.25	A1352 JOINT RYE LAKE UV FACILITY/THROUGH9/25/20
002011167	H2M ARCHITECTS + ENGIN	565.60	A1346 JOINT NEW 2MG KENILWORTH WATER STORAGE/9/25/
002011067	JCI JONES CHEMICALS, I	3,600.00	(24) 150LB CYLINDER CHLORINE/RYE LAKE
002011132	THE JOURNAL NEWS	1,382.00	9/28/20-10/20/20 NOTICES TO CONTRACTORS/BOARD MEET
002011168	LANZA'S ELECTRICAL CON	420.00	A1373 JOINT PURCHASE BOOSTER STATION 11/3/20
002011133	JACKSON LEWIS LLP	1,701.00	OCTOBER 2020 PROFESSIONAL SERVICES/GENERAL MATTERS
002011134	W.B. MASON CO.INC.	1,426.07	OCTOBER 2020 OFFICE SUPPLIES/PAPER, INK, TONER, PAD
002011068	MATRIX IMAGING Solutio	2,388.18	OCTOBER 20 BASE & ADDITIONAL PAGES
002011069	MCGUIRE'S MECHANICAL C	1,115.33	10/22/20 RYE LAKE REPLACED PUMPS IN PIT
002011135	MCGUIRE'S MECHANICAL C	1,173.36	10/26/20 RYE LAKE/REPLACED PUMP & CHECK VALVE
002011136	MCGUIRE'S MECHANICAL C	829.92	10/26-10/29 KENILWORTH PUMP STATION/REPL PUMP & SC
002011169	MCI COMM SERVICE	37.19	NOVEMBER 2020 LAKE ST PLANT
002011170	MCI COMM SERVICE	37.19	NOVEMBER 2020 PHONE LINE FOR GENERATOR
002011171	MCI COMM SERVICE	37.19	NOVEMBER 20 PURCHASE ST
002011172	NELSON POPE VOORHIS	247.50	A1364 JOINT RYE LAKE FILTRATION FACILITY
002011173	NELSON POPE VOORHIS	82.50	A1352 JOINT RYE LAKE UV FACILITY
002011137	STATE OF NEW YORK	75,140.17	DECEMBER 2020 HEALTH INSURANCE PREMIUM
002011197	NYS AND LOCAL RETIREME	6,072.59	OCTOBER 2020 NY STATE RETIREMENT SYSTEM
002011070	NY POWER AUTHORITY	34,145.00	OCTOBER 2020 ELECTRIC POWER / ALL LOCATIONS
002011071	NYC WATER BOARD	13,054.81	SEPTEMBER 20 V/LARCHMONT/EXCESS PER CAPITA/LOT1270
002011072	NYC WATER BOARD	655,207.80	SEPTEMBER20 RYE LAKE/BL90100/LOT833/METER7909
002011073	NYC WATER BOARD	57,449.82	SEPTEMBER 20 V/LARCHMONT/EXCESS PER CAPITA/LOT1270
002011074	NYC WATER BOARD	348,577.41	SEPTEMBER 20 SHAFT22/BL90100/LOT1270/METER9940
002011138	NYC WATER BOARD	591,126.13	SEPTEMBER 2020 WJWW EXCESS PER CAPITA;LOTS1270&833
002011139	PKF O'CONNOR DAVIES, L	5,500.00	6/30/20 ACCOUNTING SERV FOR 6 MONTHS/END 6/30/20
002011174	SAMANTHA PROCH	954.72	REFUND DUE TO CREDIT ON ACCOUNT/FINAL BILL TWICE P
002011140	PARACO GAS	348.13	(265.3) GALS PROPANE/HEAT/900 LAKE ST
002011075	PERFECTION PLUS	1,700.00	OCTOBER 2020 GROUNDS MAINTENANCE/VARIOUS LOCATIONS
002011175	READY REFRESH BY NESTL	618.25	10/15/20-11/14/20 POLAND SPRING WATER
002011176	PRINTCRAFT, INC	189.46	(2,500) WINDOW ENVELOPES - #10
002011141	ALLISON ROSE	2,802.93	REFUND DUR TO CREDIT ON ACC/HAD REACCUR FIX PAYM
002011076	RICKERTS LOCK & SAFE C	867.65	PAD LOCKS; LOCKSET, 10 KEYS / PLANTS
002011077	REGIONAL WATER AUTHORI	840.00	9/15/20 SAMPLES COLLECTED
002011142	S & H UNIFORMS	2,851.00	WORK CLOTHES FOR DISTRIBUTION TEAM
002011078	SWIFTREACH NETWORKS, L	1,575.00	OCTOBER 2020 SWIFT 911
002011177	TOWN OF MAMARONECK	1,016.00	10/8/20 WEAVER STREET/TRAFFIC DETAIL
002011178	TOWN/VILLAGE OF HARRIS	1,800.00	OCTOBER 2020 ROAD OPENING PERMITS
002011058	TOWN OF HARRISON	200.00	A1373 JOINT PURCHASE BOOSTER ST MODIFIC/GENER.PERM
002011059	TOWN OF HARRISON	250.00	A1373 JOINT PURCHASE BOOST.ST.RPV MODIF/GENER PERM
002011060	TOWN OF HARRISON	16,470.00	A1373 JOINT PURCHASE BOOST.ST/PRV MODIF/GENER PERM
002011085	US POSTMASTER	1,000.00	OCTOBER 2020 POSTAGE FOR METER
002011143	U LINE	164.27	BLUE STACK BINS 15X8X7 & 9.5X6X5
002011144	U LINE	413.79	DURACELL BATTERIES, COMPACT SHOP DESK
002011145	UNITED METRO ENERGY CO	496.84	11/02/20 (375) GALS OF GASOLINE/WJWW VEHICLES
002011179	UNITED METRO ENERGY CO	316.48	(240) GALS OF GASOLINE 11/9/20 WJWW VEHICLES
002011079	UNIVERSAL CONTENT	464.40	REFUND HYDRANT PERMIT #2020-08
002011080	VERIZON	48.75	11/2/20-12/1/20 INTERNET & PHONE LARCHMONT PLANT
002011081	VERIZON	301.23	11/2/20-12/1/20 PURCHASE ST. INTERNET & PHONE
002011146	VERIZON	230.85	11/7/20-12/6/20 PURCHASE ST/INTERNET & PHONE
002011147	VERIZON	50.57	11/06/20-12/05/20 LAKE ST PLANT/PHONE
002011148	VERIZON	417.37	11/4/20-12/3/20 WEAVER ST. PLANT/INTERNET & PHONE
002011180	VERIZON	215.87	11/13/20-12/12/20 FAX LINE OFFICE



VB REFERENCE	VENDOR NAME.....	AMOUNT DUE	DESCRIPTION
002011181	VERIZON	30.85	11/11/20-12/10/20 ALARM LINE OFFICE
002011082	VERIZON BUSINESS FIOS	102.70	11/1/20-11/30/20 RYE LAKE INTERNET & PHONE
002011182	VERIZON BUSINESS FIOS	30.16	11/6/20-12/5/20 PHONE LINE FOR GENERATOR
002011083	VERIZON WIRELESS	1,687.36	9/27/20-10/26/20 WJWW MOBILE PHONES
002011183	VINCENT GARAGE, INC	33.00	GASOLINE 11/6/20 WJWW VEHICLE
002011184	VINCENT GARAGE, INC	29.00	10/27/20 GASOLINE FOR WJWW VEHICLE
002011185	VITOLITE ELECTRIC SALE	42.52	A1373 JOINT PURCHASE BOOSTER STATION/ELECTR SUPPL
002011186	VITOLITE ELECTRIC SALE	43.46	A1373 JOINT PURCHASE BOOSTER STATION PRV MODIF
002011187	VITOLITE ELECTRIC SALE	88.52	A1373 JOINT PURCHASE BOOSTER STATION PRV MODIF
002011188	VITOLITE ELECTRIC SALE	203.61	A1373 JOINT PURCHASE BOOSTER STATION PRV MODIFICAT
002011190	VITOLITE ELECTRIC SALE	187.91	A1373 JOINT PURCHASE BOOSTER STATION PRV MODIFIC
002011191	VITOLITE ELECTRIC SALE	226.72	A1373 JOINT PURCHASE BOOSTER STATION PRV MODIFICAT
002011192	VITOLITE ELECTRIC SALE	133.74	A1373 JOINT PURCHASE BOOSTER STATION PRV MODIFICAT
002011193	WESTERN PEST SVCES	89.00	NOVEMBER 2020 PEST CONTROL SERVICE
002011151	WEST.CTY.DEPT.HEALTH	1,000.00	PERMIT TO OPERATE PUBLIC WATER SUPPLY
002011194	WEST CTY DEPT OF LABS	4,973.00	AUGUST-SEPTEMBER 2020 LAB ANALYSIS
002011149	WOODARD & CURRAN INC.	33,155.97	10/2/20 SCADA MAINTENANCE/OPERATION ASS
002011195	WASP ENGINEERING GROUP	6,840.00	11/2/20-11/13/20 PROF & TECHNICLE SERVICES/VARIOUS
002011196	WASP ENGINEERING GROUP	4,305.00	11/2/20-11/13/20 PROF & TECH SERVICES/VARIOUS WJWW
002011084	XYLEM DEWATERING SOLUT	16,617.40	A1373 JOINT PURCHASE BOOSTER STATION/PRV MODIFICAT
002011150	F.B.WEBB COMPANY	524.70	(3) RPR KIT TOTAL RLF VALVE

\*\*\* 2,832,213.10

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09 002011086	STERLING NATIONAL BANK	14,861.04	#46 P/E 11/07/20 FEDERAL PAYROLL TAXES WITHHOLDING
09 002011152	STERLING NATIONAL BANK	13,843.47	#47 P/E 11/14/20 FEDERAL PAYROLL TAXES WITHHOLDING
09 002011087	NYS DEFERRED COMPENSAT	2,325.82	#46 P/E 11/07/20 NYS DEFERRED COMP
09 002011153	NYS DEFERRED COMPENSAT	1,985.08	#47 P/E 11/14/20 NYS DEFERRED COMP
09 002011088	NYS INCOME TAX	3,113.93	#46 P/E 11/07/20 NYS PAYROLL TAXES WITHHOLDING
09 002011154	NYS INCOME TAX	2,928.55	#47 P/E 11/14/20 NYS PAYROLL TAXES WITHHOLDING
09 002011089	PAYROLL	39,761.83	#46 P/E 11/07/20 PAYROLL SUMMARY
09 002011155	PAYROLL	39,323.86	#47 P/E 11/14/20 PAYROLL SUMMARY
09 002011090	UTILITY WORKER UNION L	285.00	#46 P/E 11/07/20 UNION DUES
09 002011156	UTILITY WORKER UNION L	285.00	#47 P/E 11/14/20 UNION DUES

\*\*\* 118,713.58

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2,950,926.68

[405] 139 items listed out of 22178 items.



For Billings As Of: 11/19/2020  
For Cash Received As Of: 11/19/2020

Date	Percentage of Receivable Balance Over 60 Days	Total # of Accts Over 60 Days	Total Balances Over 60 Days	Village of Mamaroneck		Town of Mamaroneck		Town/Village of Harrison		City of Rye		City of New Rochelle	
				# of Accts	Overdue Balance	# of Accts	Overdue Balance	# of Accts	Overdue Balance	# of Accts	Overdue Balance	# of Accts	Overdue Balance
07/02/19	19%	1,314	\$ 350,783	445	\$ 44,267	330	\$ 17,835	498	\$ 272,662	33	\$ 15,286	8	\$ 733
07/18/19	16%	1,220	\$ 418,440	403	\$ 40,421	191	\$ 29,058	591	\$ 333,960	30	\$ 14,499	5	\$ 502
08/16/19	17%	1,080	\$ 476,243	323	\$ 41,995	174	\$ 53,223	560	\$ 365,290	19	\$ 15,180	4	\$ 556
09/06/19	22%	1,101	\$ 528,299	376	\$ 61,870	228	\$ 72,931	468	\$ 382,374	24	\$ 9,767	5	\$ 1,356
09/19/19	17%	1,112	\$ 502,994	399	\$ 104,531	173	\$ 59,577	511	\$ 328,158	25	\$ 9,600	4	\$ 1,127
10/04/19	19%	904	\$ 429,745	329	\$ 93,596	247	\$ 93,726	302	\$ 231,889	21	\$ 8,813	5	\$ 1,721
10/17/19	15%	1,001	\$ 479,603	293	\$ 82,575	176	\$ 75,339	510	\$ 311,832	18	\$ 8,281	4	\$ 1,577
11/07/19	29%	1,083	\$ 329,491	371	\$ 110,664	234	\$ 103,419	453	\$ 102,890	21	\$ 9,983	4	\$ 2,536
11/21/19	17%	1,140	\$ 377,003	484	\$ 129,787	144	\$ 66,769	475	\$ 161,599	33	\$ 16,450	4	\$ 2,399
12/13/19	25%	1,168	\$ 390,067	365	\$ 100,741	177	\$ 54,526	601	\$ 218,308	19	\$ 13,943	6	\$ 2,548
01/10/20	18%	1,082	\$ 281,213	360	\$ 108,817	235	\$ 29,849	457	\$ 126,927	25	\$ 12,967	5	\$ 2,654
01/24/20	25%	1,369	\$ 362,513	515	\$ 136,121	177	\$ 11,000	636	\$ 197,363	37	\$ 15,090	4	\$ 2,938
02/07/20	25%	1,288	\$ 353,307	407	\$ 113,556	286	\$ 31,884	566	\$ 192,220	24	\$ 11,997	5	\$ 3,650
02/21/20	23%	1,384	\$ 361,472	533	\$ 135,968	209	\$ 6,870	599	\$ 205,690	39	\$ 10,464	4	\$ 2,480
03/06/20	24%	1,258	\$ 330,590	442	\$ 119,285	319	\$ 31,969	455	\$ 166,008	35	\$ 10,383	7	\$ 2,945
03/27/20	23%	1,360	\$ 372,036	503	\$ 131,077	229	\$ 17,923	589	\$ 209,838	33	\$ 10,446	6	\$ 2,752
04/09/20	26%	1,549	\$ 429,284	422	\$ 125,210	308	\$ 32,063	784	\$ 259,535	28	\$ 9,055	7	\$ 3,421
05/08/20	24%	1,663	\$ 298,710	466	\$ (13,119)	316	\$ 33,088	843	\$ 272,844	32	\$ 2,287	6	\$ 3,610
05/21/20	20%	1,415	\$ 337,119	455	\$ 19,396	222	\$ 27,457	700	\$ 274,797	33	\$ 11,761	5	\$ 3,709
06/05/20	16%	1,296	\$ 350,696	398	\$ 8,409	263	\$ 40,925	601	\$ 287,246	28	\$ 10,234	6	\$ 3,880
06/18/20	28%	1,238	\$ 538,921	433	\$ 55,064	215	\$ 35,243	565	\$ 435,010	21	\$ 9,942	4	\$ 3,663
07/10/20	16%	1,026	\$ 499,408	317	\$ 7,091	235	\$ 48,540	450	\$ 429,579	19	\$ 9,705	5	\$ 4,493
07/23/20	17%	1,096	\$ 573,745	407	\$ 34,341	187	\$ 40,861	475	\$ 483,299	23	\$ 11,534	4	\$ 3,710
08/10/20	17%	1,076	\$ 612,077	316	\$ 20,224	219	\$ 60,089	524	\$ 519,028	13	\$ 9,601	4	\$ 3,136
08/20/20	14%	1,242	\$ 602,277	396	\$ 54,087	376	\$ 52,359	451	\$ 480,623	15	\$ 11,939	4	\$ 3,269
09/03/20	18%	1,079	\$ 555,207	331	\$ 37,437	217	\$ 79,674	513	\$ 423,066	12	\$ 10,780	6	\$ 4,251
09/17/20	21%	1,061	\$ 689,958	403	\$ 66,343	155	\$ 55,045	473	\$ 549,349	24	\$ 14,978	6	\$ 4,243
10/08/20	21%	1,026	\$ 719,397	319	\$ 51,733	189	\$ 77,073	492	\$ 575,143	20	\$ 10,070	5	\$ 5,379
10/22/20	21%	923	\$ 664,856	368	\$ 98,423	136	\$ 55,660	390	\$ 493,389	24	\$ 12,946	5	\$ 4,438
11/05/20	26%	963	\$ 531,395	325	\$ 74,845	206	\$ 82,479	410	\$ 359,031	17	\$ 10,356	5	\$ 4,684
11/19/20	22%	914	\$ 576,828	320	\$ 86,008	150	\$ 59,801	415	\$ 409,867	24	\$ 17,176	5	\$ 3,977

## Commercial Backflow Status

11/19/2020

("Commercial" includes: Commercial, Industrial, Institutional, Apartment Buildings & Multi-family 3+ residences)

Hazard Category	Level	Has BFD	%	In Process of Applying for or Installing BFD	%	Ordered to Install BFD due to No Response	%	Under Review Based on Use/Activities	%	Requested Use Info	%	Totals
Dental/Veterinary/Medical Related Activities	High	54		1		0		0		0		55
Industrial/Chemical Using Related Activities	High	111		4		1		0		0		116
<b>Subtotal High Hazard</b>		<b>165</b>	<b>96%</b>	<b>5</b>	<b>3%</b>	<b>1</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>171</b>
Auto or Repair/Boat Servicing Activities	Medium	84		0		4		0		0		88
Restaurant/Food/Club Related Activities	Medium	157		0		9		0		0		166
Office/Retail/Warehouse Related Activities	Medium	316		10		50		0		0		376
<b>Subtotal Medium Hazard</b>		<b>557</b>	<b>88%</b>	<b>10</b>	<b>2%</b>	<b>63</b>	<b>10%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>630</b>
Apartment Building (3+ Units)	Low	81		3		5		0		260		349
<b>Subtotal Low Hazard</b>		<b>81</b>	<b>23%</b>	<b>3</b>	<b>1%</b>	<b>5</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>260</b>	<b>74%</b>	<b>349</b>
Use To Be Determined/Identified		0		0		23		0		0		23
<b>Subtotal Use To Be Determined/Identified Hazard</b>	TBD	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>23</b>	<b>100%</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>23</b>
Totals		803		18		92		0		260		1173
% of Total		68%		2%		8%		0%		22%		100%

## Residential Backflow Status (Res-1 family & Res-2 family)

Municipality	Has BFD	%	In Process of Applying for or Installing BFD	%	Communication Has occurred Between WJWW & Customer Regarding BFD	%	Under Review Based on Use/Activities	%	Totals
Village of Mamaroneck	417	11%	6	0%	294	8%	2943	80%	3660
Town of Mamaroneck	513	17%	8	0%	487	16%	1988	66%	2996
T/V of Harrison	1409	24%	20	0%	132	2%	4256	73%	5817
City of Rye	54	16%	0	0%	3	1%	281	83%	338
City of New Rochelle	2	3%	0	0%	0	0%	69	97%	71
Totals	2395		34		916		9537		12882
% of Total	19%		0%		7%		74%		100%

**COMMITMENT & INTEGRITY  
DRIVE RESULTS**

Woodard & Curran Engineering and  
Geological Services P.A. P.C.  
800 Westchester Avenue | Suite N507  
Rye Brook, New York 10573  
www.woodardcurran.com

T 800.807.4080  
T 914.448.2266  
F 914.448.0147

October 22, 2020



Paul Kutzy, P.E., Manager  
Westchester Joint Water Works  
1625 Mamaroneck Ave  
Mamaroneck, NY 10543

Re: Lake Street Hydraulic Control Valve SCADA

Dear Mr. Kutzy:

Woodard & Curran Engineering and Geological Services P.A. P.C. (W&C) is pleased to provide the Westchester Joint Water Works (WJWW) with this proposal to design, procure, implement, start-up and test a SCADA Control Panel and SCADA communications for the Lake Street Hydraulic Control Valve site in the WJWW water supply system. As part of WJWW's ongoing efforts to improve operational efficiency, we will build on the existing SCADA system designed and integrated by W&C, allowing us to be able to deliver this project in an efficient manner.

Below please find our Scope of Services and Project Budget.

**SCOPE OF SERVICES**

W&C will design the appropriate electrical service, instrumentation, SCADA panel and communication systems for the location, provide the drawings to WJWW for review and collect cost proposals from UL508 listed panel shops for the control panel. Upon receipt of the panel, WJWW will use their electrical contractor to install the electrical service, control panel, instrumentation, and wire them accordingly. W&C will then complete the SCADA panel programming and integrate the site into the existing SCADA system.

W&C proposes to perform the following:

- Project meeting between WJWW and W&C on controls requirements and coordination;
- Update path study as necessary;
- Design SCADA panel drawings;
- Update SCADA System Block Diagrams;
- Field verify installation of control panel;
- Program PLC;
- Startup, test and troubleshoot SCADA panel;
- Add alarms, test, and confirm; and
- Develop, install, and test SCADA screens on all the WJWW SCADA nodes.

WJWW has requested that Woodard & Curran procure the SCADA panel directly. The budgetary allowance for this is described with the Proposed Budget.





#### ASSUMPTIONS/EXCLUSIONS

- The design will be for an above grade NEMA 3R enclosure which will house the SCADA panel and electrical distribution equipment. Woodard & Curran will supply this equipment complete for WJWW's electrical contractor to install on a pad at the vault site.
- TCS Communications will supply radio equipment and services. This is included in Woodard & Curran's scope and budget.
- WJWW's electrical contractor will perform all installation, including install conduits and wire for service entrance and all vault requirements, and radio and antenna at the vault site.
- WJWW will provide and install the hydraulic control valve and the valve controller.
- If permits are necessary, permitting fees will be paid directly by WJWW.

#### PROJECT BUDGET

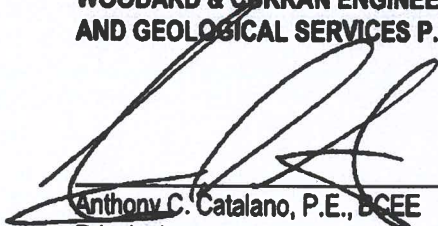
Woodard & Curran proposes to perform the design, solicitation, selection, programming, implementation, start-up and testing presented above for a lump sum fee of \$32,800. This work will be conducted in accordance with our existing Terms and Conditions with WJWW and will be billed monthly on a progress-billing basis as a percentage of the total project completion.

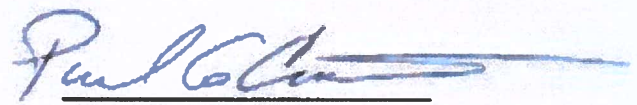
We propose a budgetary allocation for the SCADA panel of \$24,000, which will be invoiced on a Time and Materials basis in accordance with our current rate table, provided separately. If Woodard & Curran does not procure the panels directly, this allowance would not be used. The total authorization requested is therefore \$56,800, inclusive of the allowance for panel procurement.

We appreciate the opportunity to provide this proposal for your consideration. If you have any questions, please do not hesitate to contact me at (914) 246-2931 or Paul Couture at (401) 484-6106.

Sincerely,

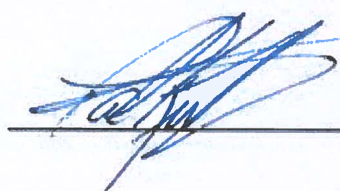
**WOODARD & CURRAN ENGINEERING  
AND GEOLOGICAL SERVICES P.A. P.C.**

  
Anthony C. Catalano, P.E., BCEE  
Principal

  
Paul G. Couture, PMP  
Project Manager

ACC/cc

**SEEN AND AGREED:**

  
Date 11-12-20

31<sup>st</sup> August 2020

Paul Kutzy, Manager  
Westchester Joint Water Works  
1625 Mamaroneck Ave.  
Mamaroneck, NY 10543

We are pleased to provide a proposal for a rehabilitation of an existing storage area into a data storage center for the Westchester Joint Water Works.

#### PROJECT DESCRIPTION

The project consists of the rehabilitation of a space now used for storage into a climate controlled data storage center within the existing 2 story structure used for storage and repair.

The proposed scope of services includes Architectural Design services.

#### ARCHITECTURAL DESIGN SERVICES

##### SCOPE OF SERVICES

The Architectural Services will consist of Schematic Design, Design Development, Construction Documents and Construction Administration.

##### PHASE-1 SCHEMATIC DESIGN

During this design phase we will develop the Architectural Program and explore various planning studies to show options of how the required program and the existing layout could be achieved. Please find more detailed tasks below:

- Meeting with the team to establish programming options and goals.
- Review the existing layout efficiencies, adjacencies, massing and restrictions.
- Develop a tabulated architectural program.
- Review Zoning regulations as they pertain to the Project.
- Review Building Code limitations.
- Develop a strategy with consultant team and owner for achieving Energy compliance.
- Study site and building circulation.
- Develop schematic layouts.
- Cost estimate & breakdown of the required upgrades

##### PHASE - 2 DESIGN DEVELOPMENT

This phase shall identify all required core and shell elements, details, equipment, fixtures and finishes. During this phase the drawings will be formatted into a draft set of Construction Documents. Please find more detailed tasks below:

- Refine floor plan.
- Develop typical building sections.
- Coordinate design with mechanical systems and MEP consultants.
- Provide building code analysis to Code Consultant for review.
- Provide ADA compliance review.
- Provide outline project specifications
- Meet with government agencies as required
- Identify building envelope performance criteria
- Issue drawings to the department of buildings for review and comment
- Identify final drawing schedule and document release.
- Issue drawings for Owner approval and use.
- Cost estimate & breakdown of the required upgrades

### PHASE - 3 CONSTRUCTION DOCUMENTS

This phase will include comprehensive core and shell Construction Documents developed from the Design Development drawings and specifications. These documents will allow the Owner to engage a General Contractor or Construction Manager in order to submit an overall cost (bids if necessary) and enter into a Construction Contract. The following documents will be included in the construction document set.

- Detailed floor plans.
- Detailed vertical cores.
- Detailed elevations. (as necessary)
- Detailed overall sections.
- Window, door and wall schedules.
- Finish schedules (units, common areas and amenity).
- Equipment and fixture schedules.
- Handicap accessibility details.
- Detailed wall sections.
- Exterior construction details.
- Interior construction details.
- Interior and exterior material specification.

### PHASE - 4 CONSTRUCTION ADMINISTRATION

Services for this Phase will provide limited site representation and review of construction progress and compliance with Contract Documents. We will assist the owner in reviewing the General Contractor's requests for payment. We will review construction submittals for verification of compliance to the Contract Documents. A final walk-through and punch list will also be issued prior to Certificate of Occupancy.

- Respond to clarification requests and RFI's from the Contractor.
- Establish a schedule for site visits and project construction observations based on the construction schedule.
- Site meetings approximately every week for the construction period.
- Review shop drawing and other material and product submittals. (max 2 reviews of each submittal)
- Review change order requests.
- Review Contractor requisitions for payment.
- Provide project close-out evaluations, punch list, certificate of completion.

#### ARCHITECTURAL DESIGN COMPENSATION

The proposed compensation for the Architectural phases one through four as described above shall be a lump sum fee for all phases of \$8,650

The Architectural Fee shall be broken down as follows:

Deposit	5%	\$	432.50
Schematic Design	20%	\$	1,730
Design Development	40%	\$	3,460
Construction Documents	30%	\$	2,595
Construction Administration	5%	\$	432.50
<hr/>			
Total Basic Compensation	100%	\$	8,650

#### DEFINED SCOPE

This proposal includes only Architectural services. All other engineering and consulting services are outside the scope of this agreement. The Owner will contract directly with any required consultants.

#### OWNER/DEVELOPERS RESPONSIBILITY

The Client will contract directly with any required consultants other than Architect. The Architect shall oversee and coordinate the above-mentioned services.

The Client shall sign-off on each phase of the Architect's work prior to commencement of the next phase. The Client will review Contractors contracts, insurance, bonding, budget estimate, GMP, requests for payment, change orders, etc. The Architect will provide secondary support and evaluation at the Client's request.

#### EXCLUSIONS

- Consultants such as Mechanical Engineer or others
- Survey of existing buildings.
- Data/ Voice/ Telecommunications design and documentation.
- Custom furniture design.
- Photo Real Renderings

#### REIMBURSABLE EXPENSES

Reimbursable expenses, including but not limited to FedEx, shipping, plotting, copies, mileage, outside renderings, and 3-D models, will be billed to the Client at a multiple of one and one tenth (1.10) times the expense incurred by the Architect.



## LIMITATION OF LIABILITY

To the maximum extent permitted by law, the Client agrees to limit the liability of the Architect, Architect's officers, directors, officers, shareholders, owners & subconsultants for any and all claims, losses, costs and damages, including attorneys' fees and costs and expert witness fees and costs so the total aggregate liability of Architect, Architect's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed the Consultant's fee for the associated phase of work. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

## CODES AND STANDARDS COMPLIANCE

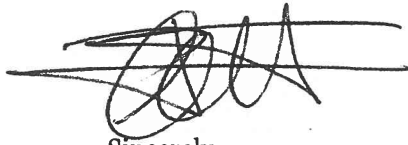
We shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. We shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

## CONDITIONS

In the event that a signed copy of this proposal is not received, any payment made toward this project and the services described herein shall constitute full acceptance of the terms of this proposal.

If this proposal is agreeable to you, please sign below and return one copy to our office along with a retainer of \$865 to begin work on this project.

We look forward to working with you on this exciting project.



Sincerely,

Emmanuel D'Amore  
146 S. Broadway  
White Plains, NY 10605  
emmanuel@damorearch.com  
(914)582-4694

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Accepted by: Paul Kutzy, Manager WJWW

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Date