

Meeting, Board of Trustees
Dutchess Community College
October 26, 2021

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Public Comment
- V. Consideration of Minutes of Meeting Held on September 28, 2021
- VI. Educational Presentation – Title III Grant
Martin Schneider, Grants Director
- VII. COMMITTEE REPORTS
 - A. Finance and Facilities (S. Appel, Chair)
 1. Approval of Bids:
 - a. Sewer Cleaning and Maintenance (Res. #2022-06)
 - b. Snow Plowing and Removal (Res. #2022-07)
 - B. Personnel and Community Relations (A. Flesland, Chair)
 1. Approval of Professional Title (Res. #2022-08)
- VIII. Report of the Student Trustee
- IX. Report of the Chairperson
- X. Report of the President
- XI. Other Business
- XII. Date of Next Meeting – **December 14, 2021**
- XIII. Adjournment

VII. COMMITTEE REPORTSA. Finance and Facilities1. Approval of Bids:a. Sewer Cleaning and Maintenance (Res. #2022-06)

This resolution is for the annual maintenance of the campus sewer lines and all manholes. The contractor will provide all labor, tools, equipment, and incidentals required to complete the maintenance, i.e. hydra flush and clean all main sewer lines, and clean and vacuum all manholes. It is recommended that the contract be awarded to the lowest bidder. The contract, which will be for a one-year period, contains an option for two one-year extensions.

Fred A. Cook - \$8,400

b. Snow Plowing and Removal (Res. #2022-07)

Snow plowing/removal and sanding/salting is done on an "as needed" basis. The contract will be for a three-year period with the option for two one-year extensions. It is recommended that the contract be awarded to the low bidder.

Corewood Ventures, Inc.

B. Personnel and Community Relations1. Approval of Professional Title (Res. #2022-08)

Section 35 of the New York State Civil Service law requires that the initial determination of titles in the Professional Service be made by the College Board of Trustees. Titles are then submitted to the Office of the Chancellor of the State University of New York. Based upon the changes in the College's IT Department, it is recommended that the Board approve the new title of **Associate Vice President of Information Technology**, which will more accurately reflect the responsibilities assigned to the head of the department. Once approved, this title will be forwarded to SUNY.

_____ offers the following resolution and moves its adoption:

WHEREAS, bids were duly advertised and requested for SEWER LINE CLEANING MAINTENANCE/SERVICE AGREEMENT on a multi-year basis, and

WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 11:00 A.M. on September 29, 2021, and

WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, funds for SEWER LINE CLEANING MAINTENANCE/SERVICE AGREEMENT will be made available in the operational budgets associated with the terms of the contract, now, therefore, be it

RESOLVED, that the bid received for SEWER LINE CLEANING MAINTENANCE/SERVICE AGREEMENT be awarded to Fred A. Cook, Montrose, N.Y., the low bidder, in the amount of \$8,400.00, in accordance with the specifications for a multi-year contract in the amounts specified on the attached summary sheet for labor and equipment with operator for work outside the scope of the contract. This contract is for one year with the provision for two (2), one-year extensions.

* * * * *

Seconded by: _____

Dutchess Community College, Poughkeepsie, NY						
RFB-DCC-01-2021						
Sewer Line Cleaning Service/Maintenance Agreement						
Bid Opening Date: September 29, 2021 Time: 11:00 AM						
BIDDER	Custom Street Services, LLC		Tam Enterprises		Fred A. Cook	
	Hyde Park, NY		Goshen, NY		Montrose, NY	
Base Bid - Annual Maintenance						
DCC Campus	\$18,000.00		\$31,530.00		\$5,900.00	
Conklin Hall	\$15,000.00		\$4,000.00		\$2,500.00	
Total	<u>\$33,000.00</u>		\$35,530.00		\$8,400.00	
Additional work if needed	Normal Hourly Rate	Overtime Hourly Rate	Normal Hourly Rate	Overtime Hourly Rate	Normal Hourly Rate	Overtime Hourly Rate
Electric Snake/Snaking w/Operator	\$200.00	\$285.00	\$300.00	\$450.00	\$195.00	\$250.00
Jets with Operator	\$340.00	\$427.00	\$360.00	\$487.50	\$225.00	\$350.00
Vacuum Truck with Operator	\$340.00	\$427.00	\$360.00	\$487.50	\$225.00	\$350.00
TV/Video Inspection Camera &	\$200.00	\$285.00	\$220.00	\$287.50	\$200.00	\$250.00
Portable Jetter with Operator	no bid	no bid	\$350.00	\$500.00	\$195.00	\$250.00
Line Locator with Operator	\$195.00	\$280.00	\$300.00	\$450.00	\$195.00	\$250.00
Mechanic	\$140.00	\$225.00	\$245.00	\$312.50	\$125.00	\$175.00
Laborer	\$100.00	\$170.00	\$120.00	\$180.00	\$110.00	\$145.00
Portable Toilet	0/day \$165/WK \$275/Month		4.47/Day 31.25/Wk 125/mo.		N/B	
BID OPENED BY: _____						
COMMENTS: _____						

_____ offers the following resolution and moves its adoption:

WHEREAS, bids were duly advertised and requested for on-campus SNOW PLOWING AND REMOVAL on a multi-year basis, and

WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 3:00 P.M., October 18, 2021, and

WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, funds for SNOW PLOWING AND REMOVAL will be made available in the operational budgets associated with the terms of the contract, now, therefore, be it

RESOLVED, that the bid received for on-campus SNOW PLOWING AND REMOVAL be awarded to Corewood Ventures, Inc., Poughkeepsie, NY on an "as needed" basis and in accordance with the specifications for a multi-year contract and in the amounts specified on the attached summary sheet for labor and equipment with operator. This contract is for a three-year period with the provision for two (2), one-year extensions.

* * * * *

Seconded by: _____

DUTCHESS COMMUNITY COLLEGE

RFB-DCC-05-2022						
SNOW PLOWING AND REMOVAL		BID OPENING DATE: October 18, 2021			TIME: 3:00 PM	
BIDDERS NAME;	3 YEAR AVERAGE BILLED HOURS	COREWOOD VENTURES POUGHKEEPSIE, NY	3 YR AVG X HOURLY RATE	AMITY CONSTRUCTION POUGHKEEPSIE, NY	3 YR AVG X HOURLY RATE	
		Price per hour/truck		Price per hour/truck	Price per hour/truck	
<u>I. Snow Plowing-Operator and Equipment:</u>						
A) 4-Wheel Truck & Plow (not smaller than ¾ ton ea.,min 3 trucks) 1) Alternate-Specify	55	\$ 125.00	\$ 6,875.00	\$ 142.00	\$ 7,810.00	
B) Loader/Backhoe (min.2 loaders) 3 yard minimum bucket	5	\$ 175.00	\$ 875.00	\$ 168.00	\$ 840.00	
C) Snow Pusher Box, min 12,' with appropriately sized Loader	63	\$ 200.00	\$ 12,600.00	\$ 199.00	\$ 12,537.00	
<u>II. Snow Removal-Operator & Equipment:</u>						
A) Front-end loader-3 yd. bucket min. (min. 2 loaders) 1) Alternate-Specify		\$ 175.00		\$ 173.00		
B) 10-Wheel dump truck for snow hauling (min. 2 trucks or equivalent moving capacity).		\$ 140.00		\$ 122.00		
C) Hourly rate for one laborer to assist machine operator when necessary.		\$ 75.00		\$ 85.00		
D) Sander (as back up to College equipment)	1.33	\$ 175.00	\$ 232.75	\$ 192.00	\$ 255.36	
TOTAL			\$ 20,582.75		\$ 21,442.36	
RFB OPENED BY: _____		BID TABULATION RECORDED BY: _____				
COMMENTS: _____						

_____ offers the following resolution and moves its adoption:

WHEREAS, a review of the professional title of Associate Dean of Administration/
Information Technology was conducted, and

WHEREAS, based upon this review, it has been determined that a new title needs to be
created to reflect the revised responsibilities associated this position, and

WHEREAS, Section 35 of the Civil Service Law requires that title determination of
positions in the professional service be made by the Board of Trustees, now, therefore,
be it

RESOLVED, that, based upon the recommendation of the President of the College,
approval is hereby given to create the following title in the professional service:

Associate Vice President of Information Technology

* * * * *

Seconded by _____