

Business Manager's Report – February 13, 2024

Informational:

- 2023 Flow Credit Bank

Needing Board Approval:

- 2023 Budget Modification Request
 - Increase ES8120.54000.VJC Contractual - LSC \$85,000.00
 - Decrease ES8120.54000.COB Contractual - LSC \$85,000.00
- Permission to Advertise for:
 - Broker for Workers' Compensation RFP/Q
 - IWPP Engineering Services RFP/Q

Every practical effort has been made to include all business discussion items at least 24 hours in advance of scheduled Board meetings. But this is a real-time operating Plant and some items may come up that cannot wait a month for permissions or action.

BINGHAMTON-JOHNSON CITY JOINT SEWAGE TREATMENT FACILITY
 FLOW CREDIT BANK
 DECEMBER 2023

Municipal User	B001	B002	B003	B004	B005	B006	B007	B009	B0013	BFSPS	BJSTP	JC001	JC002	00TPS	TOTAL
City of Binghamton	0	289,290	270,000	95,000	0	150,000	279,050	90,877	232,652	480,000	107,495				1,994,364
Town of Vestal											113,928			11,258	125,186
Town of Kirkwood									70,040						70,040
Binghamton University											28,309				28,309
Town of Dickinson		10,710							10,710	(17,136)			2,135		6,419
Town of Binghamton							5,950	1,983			3,967				11,900
Village of Port Dickinson									9,520						9,520
Town of Conklin								7,140							7,140
Town of Fenton									1,780						1,780
Town of Union												4,853			4,853
Village of Johnson City												16,147	156,607		172,754
Total	0	300,000	270,000	95,000	0	150,000	285,000	100,000	324,702	462,864	253,699	21,000	158,742	11,258	2,432,265

Represents gallons per day of exchangeable flow credits by basin



Legislative Branch

RL Number:	_____
Date Submitted:	_____

City Clerk, City Hall, Binghamton, NY 13901 607-772-7005

REQUEST FOR LEGISLATION

Requests for Legislation (RLs) may be submitted to the City Clerk's Office for possible consideration at City Council Work Sessions. RLs generated by City Departments must be signed by the Mayor, Comptroller, and Corporation Counsel prior to submission. Incomplete/incorrect RLs will be returned to applicant for revisions.

Applicant Presenting RL at Work Session

 (Print Name) (Title) (Phone number)

Signature: _____ Date: _____

To Be Completed By Applicant

Proposed Title:

Executive Summary (*Explain why legislation is necessary*):

Effective Date: (if applicable) _____

Budget transfer or amendment: RL Budget Transfer Worksheet **must** be attached w/ Dep. Head signature.

RL related to a grant: RL Grant Worksheet **must** be attached. Deadline for Council to act by: _____

RL related to previously adopted legislation: Perm. number _____, adoption date _____

Contract: Person/Company _____ Start/End Date _____

Total Cost _____ Funds available in Budget Line _____ Title _____

Public Hearing required? Yes No **SEQRA required?** Yes No

Additional information related to this RL attached? Yes No

OFFICE USE ONLY					
Mayor:	_____				
Comptroller:	_____				
Corp. Counsel:	_____				
Finance <input type="checkbox"/>	Planning <input type="checkbox"/>	MPA <input type="checkbox"/>	PW/Parks <input type="checkbox"/>	Employees <input type="checkbox"/>	Rules/Special Studies <input type="checkbox"/>



CITY OF BINGHAMTON

Request for Transfer of Funds

Transfer requests of \$2500 or less must be approved by the Comptroller.
 Transfer requests over \$2500 and not in excess of \$10,000 must be approved by Board of E&A and Chair of Finance Committee.
 Transfer requests in excess of \$10,000 must be approved by City Council.

*This worksheet must be attached to any RL submitted to the Clerk's Office that includes a budget funding transfer or amendment. For additional instructions, see 'RL Instructions' document.
 Incomplete/incorrect RLs to be returned to applicant for revisions. Additional transfer lines in the same format may be attached.*

Adopted Budget Year Amended: 2023 **Department:** BJCJSTP
Department Head Signature: _____

Transfers						
Transfer From (Decrease)			 	Transfer To (Increase)		
Amount	Budget Line	Budget Line Title		Amount	Budget Line	Budget Line Title
\$ 85,000.00	ES8120.54000.COB	Contractual - LSC	\$ 85,000.00	ES8120.54000.VJC	Contractual - LSC	
\$ 85,000.00			\$ 85,000.00			

Revenue & Fund Balance Amendments				
Amount	Increase/Decrease	Revenue/Expense / Fund Balance	Budget Line	Budget Line Title

Office Use Only for Transfers Under \$10,000

I hereby certify that the above funds are unencumbered and available for Transfer. Certified by the Comptroller. Signature: _____ Date: _____

I hereby certify that the above described funds have been transferred, in accordance with the Code of the City of Binghamton Chapter9, Appropriations. Certified by the Treasurer. Signature: _____ Date: _____

Transfer of funds Approved ___ / Denied ___ on ___ / ___ / _____. Certified by the Secretary of the Board of Estimate and Apportionment. Signature: _____ Date: _____

Transfer of funds reviewed by the Binghamton City Council Finance Chair. Recommendations to be attached. Signature: _____ Date: _____

**REQUEST FOR LEGISLATION
TO THE
BOARD OF TRUSTEES
OF THE
VILLAGE OF JOHNSON CITY**

Requested by: Binghamton-Johnson City Joint Sewage Board
Title & Department, if applicable: POC: Billie J. Goodson
Address: 4480 Vestal Road
Vestal, NY 13850
Telephone: 729-2975

SUGGESTED TITLE: Ordinance to amend the BJCSB 2023 Budget to increase Village of Johnson City Local System Costs

PURPOSE OF LEGISLATION: To amend budgets to increase Village of Johnson City Local Systems Cost

SUGGESTED CONTENT: The Binghamton-Johnson City Joint Sewage Board requests that the Owners pass legislation to amend the 2023 Budget by increasing ES8120.54000.VJC Contractual - LSC by \$85,000.00 and decreasing ES8120.54000.COB Contractual - LSC by \$85,000.00.

BINGHAMTON-JOHNSON CITY JOINT SEWAGE BOARD
COMPUTATION FOR FINAL BILLING REPORT

2023 ACTUAL EXPENSES

BINGHAMTON SERVICE AREA 2023 LOCAL SYSTEM

G1910	UNALLOCATED INSURANCE	\$	72,000.00	A
G8110	ADMINISTRATION		847,467.52	B
G8110	ADMINISTRATION FEES		(\$209,094.00)	BB
G8120	SANITARY SEWERS		835,207.25	C
G8150	Joint Sewer Project		-	Moved to D 1 Plant Ops
G9010	STATE RETIREMENT	73,141.11		
G9030	SOCIAL SECURITY	41,250.59		
G9040	WORKERS COMPENSATION	20,268.00		
G9060	HEALTH INSURANCE	200,108.03		
G9000	EMPLOYEE BENEFITS		334,767.73	D
G9700	DEBT SERVICE		647,604.12	C 1
H9000	SANITARY SEWER CAPITAL (actual)		75,593.01	F
G8110.54410	LEGAL EXP TO BE CHARGED TO ALL USERS		55,204.19	SEE D 1 PLANT
Less: G44960	FEMA RECOVERIES		-	
BINGHAMTON SERVICE AREA 2023 LOCAL SYSTEM			\$ 2,658,749.82	
			Net Billing Tab	

DEBT SERVICE (ACTUAL)		
89,224.30	C 1-cc	2012
125,953.50	C 1-dd	2012 REFUND
140,399.48	C 1-ee	2014 REFUND (2007)
125,270.25	C 1-ff	2014 (REFUNDED 2019)
166,756.59	C 1-gg	2015 (REFUNDED 2020)
-	C 1-zz	
\$ 647,604.12	A 1-CSO	

Sewer Syst. H8120 (See 'E 1 CAP PROJ' worksheet)		
		2023
CLEANING	555565	100%
Repairs	550001	- 100%
STORM PUMP STA	590008	100%
EQUIPMENT	590009	- 75%
PUMP STATION	590011	- 100%
HW/SW SCADA	590013	100%
CSO REPAIR	590014	7,737.71 75%
CASTINGS	590028	40,196.00 75%
EQUIPMENT	590038	24,885.30 100%
FISCAL AGENT (H8121)	551380	2,774.00 100%
TOTAL		75,593.01
		F

Employee Benefits		
73,141.11	G9010-RETIREMENT	
41,250.59	G9030-SOC SEC	
20,268.00	G9040-WORKER'S COMP	
200,108.03	G9060-HEALTH INS	
	OTHER WAGES	
334,767.73		

JOHNSON CITY SERVICE AREA 2023 LOCAL SYSTEM

2022 ACTUAL EXPENSES			
G8120	SANITARY SEWERS	\$556,979.71	JC2023-A
	Less: JSTP Flow Charges (Removed)	\$0.00	JC2023-B
	Less: Admin Fees (Included in Debt)	-	SEE A 1-JC
	Less: Additional Fees (Included in Debt)	-	
G8760	DISASTER RELIEF	-	
G9000	EMPLOYEES BENEFITS	\$188,184.95	JC2023-C
G9950	Transfer	\$660,686.06	Interfund 2023
CSO	DEBT SERV FOR LOCAL	\$44,024.34	A 1 Joint Debt
CSO	SUBTRACT ADMIN FEE INCLUDED IN G8120.4.022	(986.00)	A 1 Joint Debt
Less:	FEMA REIMBURSMENT		
JOHNSON CITY SERVICE AREA 2023 LOCAL SYSTEM			\$ 1,448,889.06
			Net Billing Tab

ADMINISTRATIVE SUPPORT	2023	\$627,786.30
FUEL		\$8,250.00
ADDTL SUPPORT (OTHER DEPTS)		\$24,649.75
		\$660,686.06

(From Interfund 2023 worksheet)

TOTAL LOCAL SYSTEM COST **ES81204 -- ON AUD** **\$4,107,638.87**

COB BUDGET	ES8120.54000.COB	\$	2,963,498.00
	UNDER/(OVER) BUDGET	\$	304,748.19
VJC BUDGET	ES8120.54000.VJC	\$	1,363,473.00
	UNDER/(OVER) BUDGET	\$	(85,416.06)

need budget amendment

VILLAGE OF JOHNSON CITY															2/9/2024			
Interfund Activities 2023																		
Fund	Fuel	Services	JCI	Total	Transfer to Gen Fund	Services Calculation	Salary +	Participation Ratios Based on % of Work Performed						Total Salaries Paid	H/Ins	Annual Premium		
								General	Water	Sewer	Refuse							
Water	\$33,000.00	\$403,807.44	\$64,373.11	\$501,180.55		Finance - Salaries												
Sewer	\$8,250.00	\$627,786.30		\$636,036.30		Tom Johnson (P/T)	\$51,500.02	10%	\$5,150.00	5%	\$2,575.00	80%	\$41,200.02	5%	\$2,575.00	\$51,500.02	n/a	\$0.00
Refuse	\$67,000.00	\$222,632.99		\$289,632.99		Jackson Bailey	\$87,755.61	25%	\$21,938.90	25%	\$21,938.90	25%	\$21,938.90	25%	\$21,938.90	\$65,816.71	BB	\$16,900.00
						Terry Barnum	\$32,378.33	25%	\$8,094.58	25%	\$8,094.58	25%	\$8,094.58	25%	\$8,094.58	\$24,283.75	Fam	\$34,578.72
						Eileen Edwards	\$35,560.18	25%	\$8,890.05	25%	\$8,890.05	25%	\$8,890.05	25%	\$8,890.05	\$26,670.14	S	\$14,197.68
						Mindy Murcko	\$36,562.27	25%	\$9,140.57	25%	\$9,140.57	25%	\$9,140.57	25%	\$9,140.57	\$27,421.70	Fam	\$34,578.72
						Mary Anne Kinne (PT)	\$21,925.71	25%	\$5,481.43	25%	\$5,481.43	25%	\$5,481.43	25%	\$5,481.43	\$16,444.28	NA	\$0.00
Total Other F	\$108,250.00	\$1,254,226.73	\$64,373.11	\$1,426,849.84			\$265,682.12		\$58,695.53		\$56,120.53		\$94,745.54		\$2,575.00	\$212,136.59		\$100,255.12
General						DPW Services - Salary												
Streets	\$152,000.00					Josh Holland	\$93,990.05	22%	\$20,677.81	19%	\$17,858.11	40%	\$37,596.02	19%	\$17,858.11	\$93,990.05	Fam	\$34,578.72
Parks	\$0.00					Tim Sherman	\$72,187.37	22%	\$15,881.22	19%	\$13,715.60	40%	\$28,874.95	19%	\$13,715.60	\$72,187.37	Fam	\$34,578.72
Fire	\$19,000.00					Kim Cunningham	\$45,709.32	22%	\$10,056.05	19%	\$8,684.77	40%	\$18,283.73	19%	\$8,684.77	\$45,709.32	Fam	\$34,578.72
Police	\$95,000.00					Alison Button	\$29,388.36	22%	\$6,465.44	19%	\$5,583.79	40%	\$11,755.34	19%	\$5,583.79	\$29,388.36	Fam	\$14,197.68
Total Gen F	\$266,000.00	\$0.00	\$0.00	\$266,000.00		Randy Shear	\$44,433.51	50%	\$22,216.76	20%	\$8,886.70	20%	\$8,886.70	10%	\$4,443.35	\$44,433.51	Fam	\$34,578.72
						Bob Blakeslee	\$119,417.96	50%	\$59,708.98	20%	\$23,883.59	20%	\$23,883.59	10%	\$11,941.80	\$119,417.96	Fam	\$34,578.72
Totals	\$374,250.00	\$1,254,226.73	\$64,373.11	\$1,692,849.84		Sean Meaney	\$82,052.40	50%	\$41,026.20	20%	\$16,410.48	20%	\$16,410.48	10%	\$8,205.24	\$82,052.40	Fam	\$34,578.72
						Alex Mihok	\$82,432.03	50%	\$41,216.02	20%	\$16,486.41	20%	\$16,486.41	10%	\$8,243.20	\$82,432.03	Fam	\$34,578.72
						Joshua Jacyna	\$94,295.12	50%	\$47,147.56	20%	\$18,859.02	20%	\$18,859.02	10%	\$9,429.51	\$94,295.12	Fam	\$34,578.72
						Carla Murphy	\$13,345.74	50%	\$6,672.87	20%	\$2,669.15	20%	\$2,669.15	10%	\$1,334.57	\$13,345.74	Fam	\$34,578.72
						Martin Meany	\$16,730.77	50%	\$8,365.39	20%	\$3,346.15	20%	\$3,346.15	10%	\$1,673.08	\$16,730.77	Fam	\$34,578.72
						Larry Rozelle	\$77,223.27	22%	\$16,989.12	19%	\$14,672.42	40%	\$30,889.31	19%	\$14,672.42	\$77,223.27	Fam	\$34,578.72
						Ernest Scott	\$58,158.52	22%	\$12,794.87	19%	\$11,050.12	40%	\$23,263.41	19%	\$11,050.12	\$58,158.52	Fam	\$34,578.72
Sewer Fund Total							\$829,364.42		\$309,218.28		\$162,106.32		\$241,204.26		\$116,835.56	\$829,364.42		\$429,142.32
						Total Salaries	\$1,095,046.54	34%	\$367,913.81	20%	\$218,226.84	31%	\$335,949.80	11%	\$119,410.56	\$1,041,501.01		\$529,397.44
						Benefits & H/Ins												
						Benefits	\$383,266.29	34%	\$128,769.83	20%	\$76,379.39	31%	\$117,582.43	11%	\$41,793.70	\$364,525.35		
						Health Ins	\$529,397.44	34%	\$177,866.99	20%	\$105,501.21	31%	\$162,414.07	11%	\$57,728.73	\$503,510.99		
						Total Benefits	\$912,663.73		\$306,636.82		\$181,880.60		\$279,996.50		\$99,522.43	\$868,036.35		
						Total Salary & Benefits	\$2,007,710.26		\$674,550.63		\$400,107.44		\$615,946.30		\$218,932.99	\$1,909,537.36		
						Finance - Equipment			55.00%		15.00%		15.00%		15.00%		100.00%	
						Copier	\$9,000.00											
						Printers	\$3,000.00											
						Server Use	\$15,000.00											
						Computers	\$10,000.00											
						Totals Equipment	\$37,000.00	48%	\$17,760.00	10%	\$3,700.00	32%	\$11,840.00	10%	\$3,700.00	\$37,000.00		
						Total All			\$692,310.63		\$403,807.44		\$627,786.30		\$222,632.99	\$1,946,537.36		
						Man hours transferred in to sewer					400							
										per hour	\$25.00		=		\$10,000.00			
										Benefits	35%				\$3,500.00			
										Health ins					\$6,649.75			
										Equipment					\$4,500.00			
						\$34,578.72 / 2,080 hrs/yr				\$16.62								
															\$24,649.75			

BINGHAMTON-JOHNSON CITY JOINT SEWAGE BOARD

REQUEST FOR QUALIFICATIONS AND PROPOSALS (RFQ/RFP) FOR BROKER TO FURNISH WORKER'S COMPENSATION COVERAGE

The scope of the required services, service period, proposal requirements, and proposal evaluation criteria are detailed within the subsequent sections of this RFQ/RFP. The selected Proposer will be expected to furnish all coverage's and/or perform all services required as outlined in this RFQ/RFP and its attachments.

To be considered for selection in response to this RFQ/RFP, (1) one paper copy of the proposal in a sealed envelope, (10) ten paper copies, and (1) one digital/electronic copy of Proposer's qualifications shall be submitted to the Board, in care of Billie J. Goodson, Business Manager, Binghamton-Johnson City Joint Sewage Treatment Plant, 4480 Vestal Road, Vestal, New York 13850, **no later than 2:00 p.m. on Thursday, March 14, 2024.** The digital/electronic copy of Proposer's qualifications may be submitted on a flash drive delivered simultaneously with the paper copies, or by email addressed to bgoodson@bjcwwtp.onmicrosoft.com prior to such date/time. Any questions or requests for information regarding this RFQ should be directed to Billie J. Goodson, Business Manager, via 607-729-2975 (or by FAX to 607-729-3041 or e-mail to bgoodson@bjcwwtp.onmicrosoft.com).

The RFQ/RFP, requirements and specifications may be reviewed at the Plant or on the Plant website <http://bjcwwtp.org/bidrfp> and copies may be requested from Billie J. Goodson, (607) 729-2975 or e-mail: bgoodson@bjcwwtp.onmicrosoft.com with any questions regarding this RFQ/RFP solicitation.

BINGHAMTON-JOHNSON CITY JOINT SEWAGE BOARD

REQUEST FOR QUALIFICATIONS AND REQUEST FOR PROPOSAL FOR PROFESSIONAL/TECHNICAL SERVICES – INDUSTRIAL WASTEWATER PRETREATMENT PROGRAM MONITORING, REPORTING AND CONSULTING SERVICES

The scope of the required professional and technical services, service period, proposal requirements, and proposal evaluation criteria are detailed within the subsequent sections of this Request for Qualifications and Request for Proposal (“RFQ/RFP”). The selected Proposer will be expected to perform all services required and necessary as outlined in this RFQ/RFP and its attachments.

To be considered for selection in response to this RFQ/RFP, (1) one paper copy of the proposal in a sealed envelope, (10) ten paper copies, and (1) one digital/electronic copy of Proposer’s qualifications shall be submitted to the Board, in care of Billie J. Goodson, Business Manager, Binghamton-Johnson City Joint Sewage Treatment Plant, 4480 Vestal Road, Vestal, New York 13850, no later than 2:00 p.m. on Thursday, March 14, 2024. The digital/electronic copy of Proposer’s qualifications may be submitted on a flash drive delivered simultaneously with the paper copies, or by email addressed to bgoodson@bjcwwtp.onmicrosoft.com prior to such date/time. Any questions or requests for information regarding this RFQ should be directed to Billie J. Goodson, Business Manager, via 607-729-2975 (or by FAX to 607-729-3041 or e-mail to bgoodson@bjcwwtp.onmicrosoft.com).

The RFQ/RFP, requirements and specifications may be reviewed at the Plant or on the Plant website <http://bjcwwtp.org/bidrpf> and copies may be requested from Billie J. Goodson, (607) 729-2975 or e-mail: bgoodson@bjcwwtp.onmicrosoft.com with any questions regarding this RFQ/RFP solicitation.

All information, materials and proposals submitted in response to this request and all negotiations will become the property of the Board. Except as specifically requested, Proposers should not submit proprietary or confidential business information or, if it is believed such information is critical to their presentations, such information should be clearly identified as such and submitted on pages separate from the other submittals and in a separate electronic document.