

**VILLAGE OF TARRYTOWN  
BOARD OF TRUSTEES  
WORK SESSION 6:00 P.M.  
WEDNESDAY, JUNE 14, 2023  
Tarrytown Village Hall  
One Depot Plaza, Tarrytown, New York**

Members of the public may attend in person or remotely. For those members of the public interested in viewing the meeting remotely visit:  
<https://www.tarrytownny.gov/home/events/42131> for instructions on how to view via Zoom.

Action Item – Correction to Insurance Coverage

Open Session

1. Board of Trustees Concerns
2. Bid Award – Procurement of Extractor Dryer Feeds for Fire Department
3. Bid Award – Firehouse Exhaust System
4. Record Management Days - August
5. Update to Village Code to Install 30 mph Speed Limit for Broadway/Route 9  
Except in School Zones and on White Plains Road/Route 119
6. Resolution to Authorize Annual Halloween Parade Including the Authorization for Alcohol

Executive Session

- A. Amend Village Policy Regarding Domestic Partner Coverage for Dental and Vision Plans
- B. Collective Bargaining
- C. Social Media Policy
- D. Appointment – Day Camp Staff



ACTION ITEM

INSURANCE RENEWALS FOR LIABILITY, PROPERTY; AUTOMOBILES AND CYBER RISK – REVISED RESOLUTION

BE IT RESOLVED that the resolution authorizing the retention of insurance for the Village of Tarrytown at the June 5, 2023 Meeting of the Board of Trustees is hereby re-adopted, as further detailed below.

BE IT RESOLVED that the Board of Trustees of the Village of Tarrytown does hereby authorize and direct the Village Administrator to execute a one-year agreement with Brown and Brown Insurance Company, a/k/a The Spain Agency covering General Liability, Public Officials' Liability, Property Coverage, Automobile and Cyber Insurance (Cyber Insurance is for a revised premium of \$16,152.40); and

BE IT FURTHER RESOLVED that the annual estimated premium for all General Liability, Public Officials' Liability, Property Coverage, Automobile and Cyber Insurance through NYMIR is presently seven hundred forty thousand, two hundred and ninety dollars and fifty three cents (\$740,290.53).





# VILLAGE OF TARRYTOWN

One Depot Plaza, Tarrytown, New York 10591-3605

www.tarrytowngov.com

## VILLAGE ADMINISTRATOR'S OFFICE MEMORANDUM

**TO:** Chief Sean Scogna, Tarrytown Fire Department

**FROM:** Village Administrator's Office, Village of Tarrytown

**RE:** Bid Award Recommendation for Extractor/Dryer sets for Riverside Hose and Consolidated Engine

**DATE:** June 6, 2023

Through the Assistance to Firefighters grant program, the Tarrytown Fire Department was awarded \$30,000 for the purchase of two NFPA compliant extractors, and \$24,486 for the purchase of two NFPA compliant gear dryers. The original grant application included a budget estimate for \$46,000 for the extractors, but we were not awarded that amount because the funder determined that the average market price was less, and so we sought alternative brands within the award amount.

Due to the cost of the extractor/dryer package, the Village procurement policy requires the issuance of a public bid.

We issued the public bid with specifications for Groves Ready Rack Extractor 30 and PPE Hose and Dryer, or approved equal. The Groves Ready Rack brand had been discussed as an acceptable model with the previous Fire Chief, Kelly Murphy, who assisted with the grant application.

The public bid was issued on May 16, 2023. The bid specifications were posted on BidNet, on the Village website, in the newspaper, and were distributed to suppliers whom had previously submitted estimates through grant application and post-award process.

On May 30, 2023, we opened the bid packages and received three results as per the table below. The lowest responsible bidder is Witmer Public Equipment Supply of Coatesville, Pennsylvania who submitted a total gross bid price of \$29,750.00 for the Circul Air Corp Brand of Express 6 Gear Dryer Cabinet and Circul Air Corp Brand of Express Soft Mount CACSM-30 Extractor.

After comparing specifications, and investigating the Circul Air Corp brand of extractors and dryers, we recommend awarding the bid to Witmer Public Safety Group, Inc. of Coatesville, Pennsylvania. The Circul Air Corp manufactured the very same products under the Groves Ready Rack brand, and therefore there is no reason to assess the proposed model as anything but an approved equal.

We welcome Tarrytown Fire Department feedback on this recommendation. Please find Bid Comparison, and Specification Comparison below. And Specification sheets for both brands attached.

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**BID COMPARISON**

ITEM	Est. Quantity	Municipal Emergency Services, Inc		Haight Fire Equipment Supply		Witmer Public Equipment Supply	
		Dollars	Cents	Dollars	Cents	Dollars	Cents
2 Groves Ready Rack PPE and Hose Dryers (Six Gear)	2	\$18,794	00	18,549	90	\$15,200	00
		<i>Notes: Proposed model: "Circul Air, identical unit"</i>		<i>Notes: Proposed model "FH6G"</i>		<i>Notes: Proposed Model – Circul Air Corp 6 Gear Drying Cabinet</i>	
Groves Ready Rack Heavy Duty Extractor Washer EW30Ib	2	\$15,078	00	15,699	92	12,350	00
						<i>Notes: Proposed Model – Circul Air Corp Express Soft Mount Extractor 30</i>	
Groves Auto Pump Soap Dispenser	2	\$601	00	\$624	00	N/A included	N/A included
Shipping		\$1800	00	\$1720	00	2200	00
<b>TOTAL GROSS BID:</b>		<b>\$36,274</b>	<b>00</b>	<b>\$36,593</b>	<b>82</b>	<b>\$29,750</b>	<b>00</b>

**FIRE DEPARTMENT EXTRACTOR/ DRYER SPECIFICATION COMPARISON**

	<b>READY RACK EXTRACTOR 30</b>	<b>CIRCUL AIR CORP EXTRACTOR</b>
Dimensions	29" x 32" x 40.8"	29" x 32" x 40.8
Capacity	6 pieces of turnout gear per load	6 pieces of turnout gear per load
Electric config	120 v	3 prong, 120v
Drum volume	5.2 cu ft	5.2 cu ft
Mount	Soft Mount	Soft Mount
Cycles	Blood-borne, outer shells, cold, liners, super wash	Bloodborne, outer shells, cold, liners, Super Wash
Standards	NFPA 1851 2020	NFPA 1851 2020
Fill time/drainage	4-5 gal/min	8 gallons per minute
Water usage	15-16 gallons/ cycle	15- 60 gallons

  

	<b>READY RACK PPE AND HOSE DRYER</b>	<b>CIRCUL-AIR-CORP EXPRESS 6 GEAR DRYER</b>
Dimensions	55" l X 31" d X 80" h	55" x 38" 82"
Accessories included	6 air flow coat hangers, 1 glove rack that holds 26 gloves	6 gear hangers, 6 glove hangers, 3 wire racks, 1 boot rack
Capacity	12 pieces of turnout gear per load	12 pieces of turnout gear per load
Electric config	208v - 240 v 60 hz single phase 40 amp breaker	208v - 240 v 1 or 3 Phase
Heating element	6.0 kw	6.0kw, 900 cu ft/ min



**VILLAGE OF TARRYTOWN INTEROFFICE MEMORANDUM**

BUILDING • ENGINEERING • PLANNING • ZONING • ARB

**TO:** Richard C. Slingerland, Village Administrator  
Alissa Fasman, Deputy Clerk

**FROM:** Donato R. Pennella, P.E., Village Engineer/Building Inspector

**RE:** **Washington Engine Firehouse – Vehicle Exhaust Extraction System**

**DATE:** **June 8, 2023**

Request for proposals for the installation of the Vehicle Exhaust Extraction System were solicited. Initially one bid was received and opened on April 18, 2023 as submitted from Clean Air Company, supplying "Plymavent System." A second bid was submitted to the Police Department HQ and forwarded to our department two days later and opened. Both bids were used for the basis of evaluation and recommendation of award.

**Tabulation of Cost - Bids Received**

<b>Vehicle Exhaust Extraction System Washington Engine Firehouse - Engine 77 157 White Plains Road</b>	
<b>Company Name</b>	<b>RFP Amount (LS)</b>
Clean Air Company, Inc.	\$ 14,502.85
Aire-Deb Corporation	\$ 15,350.00*

(\*) Indicates adjusted cost to include a complete installation with a high temperature hose.

The base bid submitted by Aire-Deb Corp. in the amount of \$11,600 excluded the cost for electrical work, flex track and high temperature hose. The additional cost of \$2,200 as listed for the electrical work in comparison to Clean Air Company's proposal it is 50% lower, and potential for change orders.

A follow up discussion on May 31, 2023 with Clean Aire Company confirmed the inclusion of the items noted above in their proposal therefore, it is recommended that this work be awarded to **Clean Air Company** in the amount of **\$14,502.85**. In addition, the installation a vehicle extraction exhaust system installed by Clean Air Company utilizing equipment manufactured by Plymovent will enhance our mutual aid services with the surrounding communities by providing interoperability and compatibility with the fire departments.

