

**ERIE COUNTY WATER AUTHORITY  
AUTHORIZATION FORM  
For Approval/Execution of Documents  
(check which apply)**

**Contract:** \_\_\_\_\_ **Project No.:** 201900009  
**Project Description:** Chemistry and Microbiology Proficiency Samples and Chemistry Standards for Three Years from February 1, 2019 to January 31, 2022

**Item Description:**

Agreement     Professional Service Contract     Amendment     Change Order  
 BCD     NYSDOT Agreement     Contract Documents     Addendum  
 Recommendation for Award of Contract     Recommendation to Reject Bids  
 Request for Proposals  
 Other \_\_\_\_\_

**Action Requested:**

Board Authorization to Execute     Legal Approval  
 Board Authorization to Award     Execution by the Chairman  
 Board Authorization to Advertise for Bids     Execution by the Secretary to the Authority  
 Board Authorization to Solicit Request for Proposals  
 Other \_\_\_\_\_

**Approvals Needed:**

**APPROVED AS TO CONTENT:**

Department Head [Signature] Date: 4/1/19  
 Risk Manager [Signature] Date: 04/11/2019  
 Director of Administration [Signature] Date: 04/23/2019  
 Executive Engineer [Signature] Date: 4/1/19

**APPROVED AS TO FORM:**

Legal Margaret Q. Murphy Date: 4/23/19

**APPROVED FOR BOARD RESOLUTION:**

Secretary to the Authority [Signature] Date: 4/24/19

**Remarks:** Unit Price Contract

**Resolution Date:** \_\_\_\_\_ **Item No:** \_\_\_\_\_

*Handwritten initials*



**ERIE COUNTY WATER AUTHORITY**  
**INTEROFFICE MEMORANDUM**

March 28, 2019

To: Terrence D. McCracken, Secretary to the Authority

From: David M. Patton, Senior Production Engineer 

Subject: Chemistry and Microbiology Proficiency Samples  
and Chemistry Standards, for Three Years  
from February 1, 2019 through January 31, 2022  
ECWA Project No. 201900009

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On Tuesday, March 19, 2019, the Authority received one bid for the above referenced contract. The qualified low bidder is Phenova, Inc. The bid has been reviewed and mathematical check performed. Phenova was a reliable and competent vendor for the previous contract. I recommend award of the contract Phenova, Inc. in the amount of \$26,896.00.

Since this is Invitation to Bid ("Short Form"), the contract is already executed by the contractor and can be awarded and executed by ECWA Chairman pending review by the Risk Manager and Legal Department.

The following documents are attached to process the contract award and execution:

- Blue Authorization Form.
- Recommendation for Award of Contract Form.
- ECWA Production Department Bid Analysis Sheet.
- Bid Tab.
- Three copies of Invitation to Bid for execution by ECWA Chairman.

DMP:PDM:jmf  
Attachments  
cc: R.Stoll  
PUWA-186-1901



## Chemistry and Microbiology Proficiency Samples and Chemistry Standards

### PN 201900009 Bid Analysis

Item No.	Quantity per Year *	U/M	Unit Price	Total Price per Year
1	40	Sets	\$234.00	\$9,360.00
2	40	Ea.	\$98.00	\$3,920.00
3	40	Ea.	\$0.00	\$0.00
4	40	Ea.	\$55.00	\$2,200.00
5	40	Ea.	\$45.00	\$1,800.00
6	40	Ea.	\$46.00	\$1,840.00
7	45	Ea.	\$46.00	\$2,070.00
8	45	Ea.	\$40.00	\$1,800.00
9	45	Ea.	\$50.00	\$2,250.00
10	32	Ea.	\$46.00	\$1,472.00
11	4	Ea.	\$46.00	\$184.00
12	40	Ea.	\$0.00	\$0.00
Total				\$26,896.00

**BID OPENING**

**PROJECT:** CHEMISTRY AND MICROBIOLOGY PROFICIENCY SAMPLES  
AND CHEMISTRY STANDARDS FOR THREE YEARS FROM  
FEBRUARY 1, 2019 TO JANUARY 31, 2022.  
**201900009**

**ADVERTISED SOURCE:** NYS CONTRACT REPORTER  
**DATE:** 2/26/2019

**BID OPENING:** March 19, 2019 at 11:00 a.m .

<b>Bidders</b>	<b>Total Bid Amount</b>
Phenova, Inc. 6390 Joyce Drive #100 Golden, CO 80403	\$26,896.00
	No bid bond required

M. Gil  
Files

L. Lester