



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

December 19, 2018

To: Terrence D. McCracken, Secretary to the Authority

From: Leonard F. Kowalski, Senior Distribution Engineer

Subject: Small Services Contract, Area #1
February 1, 2019 through January 31, 2021
ECWA Project No. 201900003

On Tuesday, December 4, 2018, the Authority received four (4) bids for the above referenced contract. The bids have been reviewed, a mathematical check has been performed, and the apparent lowest acceptable bidder is Russo Development, Inc. Enclosed please find a copy of the bid tabulation sheet for your use and information.

This is a unit price contract, therefore the quantities are estimated based on previous years' actual quantities and the total amounts are for comparison of bids.

Russo Development, Inc. performed work in a competent and acceptable manner under the previous contract Small Services Area #1, February 1, 2017 through January 31, 2019. They have good understanding of the scope and requirements for this contract.

Russo Development, Inc. provided adequate WMBE documentation, approved by Director of EEO (ECWA), and insurance, approved by Claims Representative/Risk Manager.

We therefore, recommend award of the Small Services Contract, Area #1 to Russo Development, Inc. in the amount of \$2,098,050.00, subject to legal review.

Attached please find the following documents:

1. ECWA Authorization Form.
2. ECWA Recommendation for Award of Contract form.
3. Bid Tabulation.

LFK:jmf

Attachment

cc: R.Stoll

ECWA-799-1901-I-186