



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

January 16, 2019

To: Terrence D. McCracken, Secretary to the Authority

From: Leonard F. Kowalski, Senior Distribution Engineer

Subject: Small Services Contract, Area #2
February 1, 2019 through January 31, 2021
ECWA Project No. 201900004

On Tuesday, December 4, 2018, the Authority received three (3) bids for the above referenced contract. The bids have been reviewed, a mathematical check has been performed, and the apparent lowest acceptable bidder is 716 Site Contracting, Inc. Even though 716 Site Contracting, Inc. bid for two items (Item 4A1 and 5A1) below the fixed minimum unit price that was indicated in the bidding documents, it did not change their position of a low bidder. Enclosed please find a copy of the bid tabulation sheet showing the corrected figures, 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.

716 Site Contracting, Inc. performed work in a competent and acceptable manner under the previous contract Small Services Area #2, February 1, 2017 through January 31, 2019. They have good understanding of the scope and requirements for this contract.

716 Site Contracting, 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 #2 to 716 Site Contracting, Inc. in the amount of \$1,752,400.00, 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-799-1902-I-186