

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

Contract: _____ **Project No.:** _____
Project Description: Amendment of 2019 O&M Budget for Line Maintenance

Item Description:

- | | | | |
|---|--|---|---------------------------------------|
| <input type="checkbox"/> Agreement | <input type="checkbox"/> Professional Service Contract | <input checked="" type="checkbox"/> Amendment | <input type="checkbox"/> Change Order |
| <input type="checkbox"/> BCD | <input type="checkbox"/> NYSDOT Agreement | <input type="checkbox"/> Contract Documents | <input type="checkbox"/> Addendum |
| <input type="checkbox"/> Recommendation for Award of Contract | <input type="checkbox"/> Recommendation to Reject Bids | | |
| <input type="checkbox"/> Request for Proposals | | | |
| <input type="checkbox"/> Other _____ | | | |

Action Requested:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board Authorization to Execute | <input type="checkbox"/> Legal Approval |
| <input type="checkbox"/> Board Authorization to Award | <input type="checkbox"/> Execution by the Chairman |
| <input type="checkbox"/> Board Authorization to Advertise for Bids | <input type="checkbox"/> Execution by the Secretary to the Authority |
| <input type="checkbox"/> Board Authorization to Solicit Request for Proposals | |
| <input type="checkbox"/> Other _____ | |

Approvals Needed:

APPROVED AS TO CONTENT:

- | | | |
|--|-----------------------------------|-----------------------|
| <input checked="" type="checkbox"/> Chief Operating Officer | <u><i>Lawrence J. Stoll</i></u> | Date: <u>10/22/19</u> |
| <input checked="" type="checkbox"/> Executive Engineer | <u><i>Leonard F. Kovalich</i></u> | Date: <u>10-22-19</u> |
| <input type="checkbox"/> Senior Distribution Engineer | _____ | Date: _____ |
| <input checked="" type="checkbox"/> Director of Administration | <u><i>Sharon Lester</i></u> | Date: <u>10/22/19</u> |
| <input checked="" type="checkbox"/> Chief Financial Officer | <u><i>Michael Rendeys</i></u> | Date: <u>10/23/19</u> |

APPROVED AS TO FORM:

- | | | |
|--------------------------------|----------------------------------|-----------------------|
| <input type="checkbox"/> Legal | <u><i>Margaret A. Murphy</i></u> | Date: <u>10/23/19</u> |
|--------------------------------|----------------------------------|-----------------------|

APPROVED FOR BOARD RESOLUTION:

- | | | |
|--|-------------------|-----------------------|
| <input checked="" type="checkbox"/> Secretary to the Authority | <u><i>TEH</i></u> | Date: <u>10/23/19</u> |
|--|-------------------|-----------------------|

Remarks: _____

Resolution Date: _____ **Item No:** _____



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

October 22, 2019

To: Terrence D. McCracken, Secretary to the Authority

From: Leonard F. Kowalski, Executive Engineer *LFK*

Subject: Line Maintenance
2019 O&M Budget Amendment

The Unit 2010, Line Maintenance, Item 15, Payments to Contractors – Repair line item has been depleted and needs to be funded for the remainder of the year. \$300,000.00 will be transferred from Unit 2502, Construction, Item 74, Payments to Contractors – Tanks to cover the shortfall.

The following material is attached:

- Blue Authorization Form requesting Board Authorization to execute the amendment of the O&M Line Maintenance budget for the year 2019.
- Budget Transfer Authorization Form.

LFK:jmf

Attachments

cc: R.Stoll

L.Lester

K.Prendergast

S.D'Amico

Budget Transfer Authorization

Budget Transfer No: _____

Date: 10-22-19

Transfer From:

Unit	Dept	Exp/Capital No.	Description	Amount
2502	Const.	ITEM 74	Payments to Contractors - Tanks	\$300,000

Transfer To:

Unit	Dept	Exp/Capital No.	Description	Amount
2010	L.M.	ITEM 15	Payments to Contractors - Repair	\$300,000

Statement as to Necessity of Budget Transfer:

The 2010 Line Maintenance, Payments to Contractors - Repair line item
has been depleted and needs to be funded for the remainder
of the year. Funds will be transferred from Unit 2502
to cover the shortfall.

Required Approvals*:

Unit Head: _____

Dept. Head: _____

Budget/Financial Analyst: _____

Executive Engineer: _____

Comptroller: _____

Deputy Director: CTO

Executive Director: _____

Board Resolution Date: _____

[Signature] 10/23/2019
[Signature] 10-22-19
[Signature] 10/23/2019
[Signature] 10/23/19
[Signature] 10/22/19

* See Back of Form for "Outline of Approvals Required for Budget Transfers", Schedule A and "Approvals Required for Creation of New Budget Items", Schedule B