

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

Contract: _____ **Project No.:** _____
Project Description: 2020 O&M Budget Amendment

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:

<input checked="" type="checkbox"/> Other (if Applicable)	<u><i>Michael W. Ryan</i></u>	Date: <u>4/20/20</u>
<input checked="" type="checkbox"/> Chief Operating Officer	<u><i>Russell J. [Signature]</i></u>	Date: <u>4/20/2020</u>
<input checked="" type="checkbox"/> Executive Engineer	<u><i>Jernard F. Koraluk</i></u>	Date: <u>4-21-2020</u>
<input checked="" type="checkbox"/> Director of Administration	<u><i>Laronya L. [Signature]</i></u>	Date: <u>4.20.2020</u>
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer	<u><i>Karen A. Prud'homme</i></u>	Date: <u>04/20/2020</u>
<input type="checkbox"/> Legal	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority *[Signature]* Date: 04/22/2020

Remarks: _____

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



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

April 20, 2020

To: Steve D'Amico, Business Office Manager

From: Leonard F. Kowalski, Executive Engineer

Subject: O&M Budget Transfer

A handwritten signature in blue ink, appearing to be "L.F.K.", is written over the "From:" line.

The Engineering Department is requesting to transfer funding from Unit 2502 Engineering/Construction to Unit 1010 Sturgeon Point Water Treatment Plant. The fund that was used in 2019 for sludge removal was depleted and funding for sludge removal at Sturgeon Point was inadvertently left out of the 2020 budget. It is critical that the sludge be removed this year due to storage concerns within the lagoons. A tank painting project funded under Unit 2502 can be delayed until next year

cc: R.Stoll

Budget Transfer Authorization

Budget Transfer No: _____

Date: 4/16/2020

Transfer From:

Unit	Dept	Exp/Capital No.	Description	Amount
2502	Eng/Const	ITEM 74	Payments to Contractors - Tanks	\$ 400,000

Transfer To:

Unit	Dept	Exp/Capital No.	Description	Amount
1010	St. Pt.	ITEM 35	Refuse & Waste Disposal	\$ 400,000

Statement as to Necessity of Budget Transfer:

Funds need to be reallocated to adequately fund sludge removal from
Stegeran Point WTP. A tank painting project funded under Unit 2502
can be delayed until next year and the funds can be used for
sludge removal which takes precedence.

Required Approvals*:

Unit Head:

Dept. Head:

Budget/Financial Analyst:

Executive Engineer:

Comptroller:

Deputy Director:

Executive Director:

Board Resolution Date:

[Signature] 4/17/20

D. J. M. Potts
[Signature] 4/17/20

Jerald F. Kowalski - 4-17-2020

[Signature] 4-17-2020

* 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