

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

Contract: <u>17-09-06</u>	Project No.: <u>201700071</u>
Project Description: <u>Machining & Fabrication Services for the Repair of Various ECWA Equipment from August 1, 2017 to July 31, 2018.</u>	

Item Description:

<input type="checkbox"/> Agreement	<input type="checkbox"/> Professional Service Contract	<input 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 checked="" type="checkbox"/> Other <u>One Year Contract Extension</u>			

Action Requested:

<input checked="" type="checkbox"/> Board Authorization to Execute	<input checked="" type="checkbox"/> Legal Approval
<input type="checkbox"/> Board Authorization to Award	<input checked="" 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"/> Department Head	<u><i>[Signature]</i></u>	Date: <u>5/23/19</u>
<input checked="" type="checkbox"/> Risk Manager	<u><i>[Signature]</i></u>	Date: <u>06/05/2019</u>
<input checked="" type="checkbox"/> Director of Administration	<u><i>[Signature]</i></u>	Date: <u>5/23/19</u>
<input checked="" type="checkbox"/> Executive Engineer	<u><i>[Signature]</i></u>	Date: <u>5/23/19</u>

APPROVED AS TO FORM:

<input checked="" type="checkbox"/> Legal	<u><i>Margaret A. Murphy</i></u>	Date: <u>6/5/19</u>
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APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority	<u><i>[Signature]</i></u>	Date: <u>6/4/19</u>
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Remarks: Second extension.

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



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

May 23, 2019

To: Terrence D. McCracken, Secretary to the Authority

From: David M. Patton, Senior Production Engineer *DMP*

Subject: Machining and Fabrication Services for the Repair of Various ECWA Equipment
From August 1, 2017 to July 31, 2018
ECWA Project No. 201700071

The first extension period for the above referenced service contract will expire on July 31, 2019. The Authority and the Contractor, Frederick Machine & Manufacturing, Inc., agree that the second one-year extension of the current contract at the same terms and conditions would be mutually beneficial for both parties. The Contractor expressed interest in extending the current contract in a letter dated April 4, 2019.

This unit price contract was initially bid for one year with two one year extensions to assure that the successful bidder was capable of meeting the needs of the Authority. With two years of service almost complete Frederick Machine & Manufacturing has proven to be a highly capable and reliable vendor.

Upon doing fair market research it has been discovered that the County of Erie has also extended their contract with Frederick Machine & Manufacturing for their machine shop needs through February 28, 2020 at the same cost per hour of \$42.85. I have included a copy of the County of Erie Division of Purchase Memorandum dated February 21, 2018 for your review.

Based on this information it is recommended that we exercise the second one-year extension. By doing so, the Authority maintains a well vetted vendor at what I believe is a fair market cost.

The following documents are attached to process the extension of the above referenced contract:

- Blue Authorization Form.
- Three originals of "Erie County Water Authority Contract Extension Form".
- Letter from Frederick Machine & Manufacturing, Inc. dated April 4, 2019.
- Copy of page 7 of the current contract with Section 2.02 CONTRACT DURATION.
- Copy of the County of Erie Division of Purchase Memorandum dated February 21, 2018.

DMP:PDM:jmf

Attachments

cc: R.Stoll

L.Lester

ECWA-543-1701-I-186

ERIE COUNTY WATER AUTHORITY CONTRACT EXTENSION FORM

PROJECT NO.:	201700071	CONTRACT NO.:	17-09-06
JOB NUMBER:		EC NO.:	
OWIP NO.:		ENTERED BY/DATE	jmf 05/22/2019
TITLE:	Machining and Fabrication Services for the Repair of Various ECWA Equipment from August 1, 2017 to July 31, 2018.		

CONTRACTOR: Frederick Machine & Manufacturing, Inc.

EXTENSION TERMS ACCORDING TO CONTRACT:

"2.02 CONTRACT DURATION

If the Erie County Water Authority and the CONTRACTOR mutually agree to continue this contract after the 31st day of July 2018, it shall be extended for not more than two 1-year terms on the same terms and conditions provided for herein. CONTRACTOR shall provide written notification to the Erie County Water Authority of the contract extension prior to the expiration of the initial term of this Contract.

NEW CONTRACT TERM:

Second one-year extension from August 1, 2019 to July 31, 2020 with no additional compensation.

COMPENSATION:

None

>>>> APPROVED BY: <<<<<

<p>Contractor: FREDERICK MACHINE & MANUFACTURING, INC.</p> <p>Signature:</p> <p>Title: _____ Date: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Original Contract Amount</td> <td style="width: 10%;">\$</td> <td style="width: 60%;">36,425.00</td> </tr> <tr> <td>1st One Year Extension 2018-2019</td> <td>\$</td> <td>36,425.00</td> </tr> <tr> <td>Change Order # 1</td> <td>\$</td> <td>90,265.00</td> </tr> <tr> <td>Change Order # 2</td> <td>\$</td> <td>200,000.00</td> </tr> <tr> <td>New Contract Amount</td> <td>\$</td> <td>\$363,115.00</td> </tr> </table>	Original Contract Amount	\$	36,425.00	1st One Year Extension 2018-2019	\$	36,425.00	Change Order # 1	\$	90,265.00	Change Order # 2	\$	200,000.00	New Contract Amount	\$	\$363,115.00	<p style="text-align: center;">ERIE COUNTY WATER AUTHORITY</p> <p>PREPARER</p> <p style="text-align: right;"><i>[Signature]</i> Date: 5/30/19</p> <p>DEPARTMENT HEAD</p> <p style="text-align: right;"><i>[Signature]</i> Date: 5/30/19</p> <p>EXECUTIVE ENGINEER</p> <p style="text-align: right;"><i>[Signature]</i> Date: 5/30/19</p> <p>CHAIRMAN</p> <p style="text-align: right;">Date: _____</p>
Original Contract Amount	\$	36,425.00														
1st One Year Extension 2018-2019	\$	36,425.00														
Change Order # 1	\$	90,265.00														
Change Order # 2	\$	200,000.00														
New Contract Amount	\$	\$363,115.00														

April 4, 2019

Erie County Water Authority
3030 Union Rd.
Cheektowaga, NY 14224-1097

Re: Contract No. 17-09-06

To Whom it May Concern:

Our current contract expires on 7/31/19. We wish to extend current pricing for (1) one additional year should E.C.W.A. choose to continue and use our services.

Sincerely,



Jennifer Frederick-Kelly
President



7. Any subcontracted work must have prior approval by the Authority.

1.05 QUALITY ASSURANCE

A. General

1. The Authority shall be allowed on-site at any time for inspection of the work.
2. All parts shall be fabricated to within 0.005" of requested dimensions.
3. If the Authority is not satisfied with the work quality and progress, it shall have the right to terminate this Contract at any time upon seven (7) days written notice.

PART 2 - PAYMENT

2.01 MEASUREMENT AND PAYMENT

A. General

1. Payment shall be at the hourly rates stipulated in the Contract.
2. The hourly rate shall include an amount, considered by the Contractor, adequate to cover the Contractor's labor, tools, equipment, and overhead and profit.
3. Overhead and profit can be charged on materials only at a rate not to exceed 10%. The Contractor shall provide copies of material invoices with the bills for the specified project.
4. An additional amount may be charged to the hourly rate to cover subcontracted work at a rate not to exceed 10% for any preapproved work.

2.02 CONTRACT DURATION

If the Erie County Water Authority and CONTRACTOR mutually agree to continue this Contract after the 31st day of July 2018, it shall be extended for not more than two 1-year terms on the same terms and conditions provided for herein. CONTRACTOR shall provide written notification to the Erie County Water Authority of the contract extension prior to the expiration of the initial term of this Contract.



**COUNTY OF ERIE
DIVISION OF PURCHASE
MEMORANDUM**

To: All Using Departments

From: Jamie Kucewicz, Buyer

Date: February 21, 2018

Subject: MACHINE SHOP SERVICES

Bid No.: 217043-002

Effective Dates: Extended through February 28, 2020

Vendor #: 109701

Vendor: FREDERICK MACHINE REPAIR, INC.
405 Ludington Street
Buffalo, NY 14206

Telephone: 716-892-1425

Contact: Jennifer Frederick-Kelly

Labor Rate Per Hour: \$42.85

Services include, but are not limited to: shaft rebuilding and balancing, pump casing repair, bearing replacement, shaft sleeve fabrication and replacement, pump parts repair/fabrication, shaft repairs, lathe work, milling and boring.