



## ERIE COUNTY WATER AUTHORITY INTEROFFICE MEMORANDUM

February 28, 2023

TO: Terrence D. McCracken, Secretary to the Authority

FROM: Lavonya Lester, Director of Administration *LCL*  
Stan Jemiolo, Administrative Assistant *SJ*

SUBJECT: Add capital line to unit 1090 – Replace Dump Body on V079  
PN 202300046

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In 2015 ECWA purchased a small dump truck, a Ford F450 diesel. The life expectancy on this vehicle was 10 years. The dump body has rotted severely while the mechanical condition is very good.

The 10-year vehicle and equipment purchase outline has this vehicle scheduled for replacement in 2025. Given the mechanical condition of V079, the fleet department believes we can gain 4 or 5 more years of service on this dump truck by replacing the body and hoist. The full replacement cost of this dump truck is likely in excess of \$75,000. The estimated cost of replacing the body only is \$15,000 - \$18,000. If approved, this body service will be bid out to include parts and labor.

The fleet department is requesting board approval to amend the unit 1090 capital budget. We are requesting a new capital line: V079 dump body and the transfer of funds from the following: unit 1090 capital lines 101695, 101693, 101697, and 101698 in the total amount of \$18,000 to the new capital line. The additional funds from the capital lines were left over funds from bids that came in lower than expected.

Budget:

Unit: 1090

Budget line: Capital 101695,101693,101697,101698

LCL: sj

P:\FILE\202300046\2023\Dump Truck V079 Body Repl\2023-02-28 Memo Budget Transfer Unit 1090 V079.docx

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

**Contract:** \_\_\_\_\_ **Project No.:** 202300046  
**Project Description:** 2022 Capital Budget Amendment – Budget Transfer  
Add Capital Line to Unit 1090 – Replace Dump Body on V079

**Item Description:**

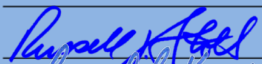



☐ Agreement ☐ Professional Service Contract ☒ Amendment ☐ Change Order  
☐ BCD ☐ NYSDOT Agreement ☐ Contract Documents ☐ Addendum  
☐ Recommendation for Award of Contract ☐ Recommendation to Reject Bids  
☐ Request for Proposals  
☐ Other \_\_\_\_\_

**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 type="checkbox"/> Department Head                       | _____   | Date: _____      |
| <input checked="" type="checkbox"/> Chief Operating Officer    |  | Date: 3/2/2023   |
| <input checked="" type="checkbox"/> Executive Engineer         |  | Date: 03/13/2023 |
| <input checked="" type="checkbox"/> Director of Administration |  | Date: 03/01/2023 |
| <input type="checkbox"/> Risk Manager                          | _____   | Date: _____      |
| <input checked="" type="checkbox"/> Chief Financial Officer    |  | Date: 03/03/2023 |
| <input type="checkbox"/> Legal                                 | _____   | Date: _____      |

**APPROVED FOR BOARD RESOLUTION:**

☒ Secretary to the Authority  Date: 3/13/2023

**Remarks:** \_\_\_\_\_  
\_\_\_\_\_

**Resolution Date:** \_\_\_\_\_ **Item No:** \_\_\_\_\_

## Budget Transfer Authorization

Budget Transfer No: \_\_\_\_\_

Date: 03/01/2023

**Transfer From:**

| Unit | Dept   | Exp/Capital No. | Description | Amount |
|------|--------|-----------------|-------------|--------|
| 1090 | 107300 | 101695          | V707        | \$7000 |
| 1090 | 107300 | 101693          | V052        | \$3500 |
| 1090 | 107300 | 101697          | V106        | \$3500 |
| 1090 | 107300 | 101698          | V084        | \$4000 |

**Transfer To:**

| Unit | Dept   | Exp/Capital No. | Description    | Amount  |
|------|--------|-----------------|----------------|---------|
| 1090 | 107300 | 101719          | V079 Dump Body | \$18000 |
|      |        |                 |                |         |
|      |        |                 |                |         |
|      |        |                 |                |         |

**Statement as to Necessity of Budget Transfer:**

The Dump Body on V079, a 2015 Ford F450, has rusted badly and requires replacement.  
Replacing the body will extend the life of the truck by 4-5 years, delaying the replacement cost of  
approximately \$75,000.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Required Approvals\*:**

Unit Head:

Stanley A. Jerniolo Jr.

3/1/2023

Dept. Head:

Deborah L. Foster

03/01/2023

Business Office Manager:

Steven V. Deming

Executive Engineer:

James F. Kozlowski 03/01/2023

Comptroller:

James R. Brown 3/1/2023

Chief Financial Officer:

Oppe John 03/01/2023

Chief Operating Officer:

Russell J. Ford 3/1/23

Board Resolution Date:

\_\_\_\_\_

\* 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

### Schedule "A"

#### Outline of Approvals Required for Budget Transfers

|   | <b>Necessary Approvals:</b> |                   |                       |                  |                    |                        |                        |              |
|---|-----------------------------|-------------------|-----------------------|------------------|--------------------|------------------------|------------------------|--------------|
|   | <u>Unit</u>                 | <u>Department</u> | <u>Business</u>       | <u>Executive</u> |                    | <u>Chief Financial</u> | <u>Chief Operating</u> | <u>ECWA</u>  |
| <u>If the Budget Transfer is:</u>   | <u>Head</u>                 | <u>Head</u>       | <u>Office Manager</u> | <u>Engineer</u>  | <u>Comptroller</u> | <u>Officer</u>         | <u>Officer</u>         | <u>Board</u> |
| Transfer of up to \$75,000 (\$100,000 in Capital) Within the Same Unit        | X                           | X                 | X                     |                  |                    |                        |                        |              |
| Transfer of up to \$75,000 (\$100,000 in Capital) Between Units in Same Dept  |                             |                   |                       |                  |                    |                        |                        |              |
| Units in Production Department  | X                           | X                 | X                     | X                |                    |                        |                        |              |
| Units in Distribution Department  | X                           | X                 | X                     | X                |                    |                        |                        |              |
| Units In Engineering Department   | X                           | X                 | X                     | X                |                    |                        |                        |              |
| Water Quality Unit  | X                           | X                 | X                     | X                |                    |                        |                        |              |
| Transfer of up to \$75,000 (\$100,000 in Capital) Between Units in Same Dept: |                             |                   |                       |                  |                    |                        |                        |              |
| Administrative Departments  | X                           | X                 | X                     |                  | X                  | X                      |                        |              |
| Transfer of up to \$75,000 (\$100,000 in Capital) Between Depts               | X                           | X                 | X                     | X                | X                  | X                      | X                      |              |
| Excess of \$75,000 (\$100,000 in Capital)                                     | X                           | X                 | X                     | X                | X                  | X                      | X                      | X            |

### Schedule "B"

| <b>Approvals Required for Creation of New Budget Items:</b> |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|
|   |   |   |   |   |   |   |   |   |
| Under \$10,000  | X | X | X | X | X | X | X |   |
| \$10,000 and over   | X | X | X | X | X | X | X | X |