



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

March 2, 2026

To: Jennifer Hibit, Secretary to the Authority

From: Daniel J. Seider, PE, Director of Production *DJS*

Subject: 2026 Capital Budget Amendment and Budget Transfer
Van de Water WTP Boiler No. 1 Rehabilitation
PN 202500244

Van de Water WTP Boiler No. 1 needed rehabilitation to extend the life of the boiler. The repair work was originally scheduled for December 2025 under Capital Budget Item 101883. However, due to delays in the Contractor receiving some of the replacement components, the work did not commence until mid-January 2026. Therefore, a new 2026 Capital Budget Item is needed to pay for the completed work.

The Production Department is requesting 2026 Capital Budget Item 101883 and the transfer of funds from the following budget line:

Department: 100 - Production
Unit: 1015 – Van de Water Plant
Item: 101825 – Filter 1 Valves and Actuators Replacement

The funds are available in the above-referenced project due to long lead times associated with the new butterfly valves and venturi meter being installed as part of that project.

Attached find a copy of the invoice for the work. A total of \$31,000 is being requested to be transferred.

DJS:jmf
cc: L.Kowalski, PE
P.Miklos
VAWA-099-2501

**ERIE COUNTY WATER AUTHORITY
AUTHORIZATION FORM
For Approval/Execution of Board Meeting Documents**

Document Name: _____ **Project No.:** _____

Description: _____

Item Description:

Choose one: _____

Other: _____

Action Requested:

Choose one _____

Other: _____

Approvals Required:

APPROVED AS TO CONTENT:

Chief Financial Officer _____ Date: 03/02/2026

Chief Operating Officer _____ Date: 03/02/2026

Claims Rep. – Risk Manager _____ Date: _____

Comptroller _____ Date: 03/02/2026

Director of Administration _____ Date: _____

Director of Distribution _____ Date: _____

Director of Human Resources _____ Date: _____

Director of IT _____ Date: _____

Director of Operations _____ Date: _____

Director of Planning & Water Supply _____ Date: _____

Director of Production _____ Date: 3/2/2026

Director of Water Quality _____ Date: _____

Executive Engineer _____ Date: 3/9/2026

General Counsel (Legal) _____ Date: _____

Other: _____ Date: _____

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority _____ Date: 03/09/2026

Remarks: _____

Resolution Date: _____ Item No: _____

ERIE COUNTY WATER AUTHORITY

Budget Transfer Authorization

Budget Transfer No. : _____

Requested by: _____

Date: _____

Transfer From:

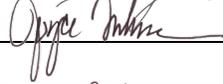
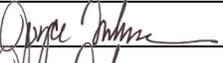
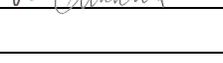
Unit	Dept.	Item No.		Description	Amount
		O&M	Capital		

Transfer To:

Unit	Dept.	Item No.		Description	Amount
		O&M	Capital		

Explanation Regarding the Need for Budget Transfer:

Required Approvals*:

	Signature	Date
Unit Head:	 _____	3/2/2026
Dept. Head:	 _____	3/2/2026
Business Office Manager:	 _____	03/02/2026
Executive Engineer:	_____	_____
Comptroller:	 _____	03/02/2026
Chief Financial Officer:	 _____	03/02/2026
Chief Operating Officer:	 _____	03/02/2026
Board Resolution:	_____	_____

*See Next page for Schedule A “Approvals Required for Budget Transfers” and Schedule B “Approvals Required for Creation of New Budget Items”.

Schedule “A”

Approvals Required for Budget Transfers:

If the Budget Transfer is:	Necessary Approvals							
	Unit Head	Dept. Head	Business Office Manager	Executive Engineer	Comptroller	Chief Financial Officer	Chief Operating Officer	ECWA Board
Up to \$75,000 (O&M) or \$100,000 (Capital) within the same Unit	X	X	X					
Up to \$75,000 (O&M) or \$100,000 (Capital) between Units in same Dept.:								
Administrative Department	X	X	X		X	X		
Distribution Department	X	X	X	X				
Engineering Department	X	X	X	X				
Production Department	X	X	X	X				
Water Quality	X	X	X	X				
Up to \$75,000 (O&M) or \$100,000 (Capital) between Depts.	X	X	X	X	X	X	X	
\$75,000 and above (O&M) or \$100,000 (Capital)	X	X	X	X	X	X	X	X

Schedule “B”

Approvals Required for Creation of New Capital Budget Items:

Amount Requested:	Necessary Approvals							
	Unit Head	Dept. Head	Business Office Manager	Executive Engineer	Comptroller	Chief Financial Officer	Chief Operating Officer	ECWA Board
Under \$10,000	X	X	X	X	X	X	X	
\$10,000 and above	X	X	X	X	X	X	X	X



GREATER NIAGARA MECHANICAL, INCORPORATED

7311 WARD ROAD ∞ NORTH TONAWANDA, NEW YORK 14120

PHONE 716 695 3600 ∞ FAX 716 695 3700

INVOICE

For services rendered to: Erie County Water Authority
 295 Main Street, Rm 350
 Buffalo, NY 14203
 Work Performed at Van de Water

DESCRIPTION: Clever Brooks Boiler #1 Repair

Invoice #: 27193

Invoice Date: 1/30/26

Pay Requisition: 1

Contract No: 25-33-10

PO No: 5565-25 (Rel 2)

Job No: 2175-25

PO Date: 12/10/25

Contract Amount	\$30,643.25
Change Orders to Date	\$0.00
Total Amount of Contract	\$30,643.25
Tax: Exempt <input checked="" type="checkbox"/> Cap Imp. <input type="checkbox"/> Taxable <input type="checkbox"/>	<u>\$0.00</u>
Total Amount Completed to Date	\$30,643.25
Less Retainage @ 5%	\$1,532.16 ✓
Less Previous Invoices	<u>\$0.00</u>
Amount Due this Invoice	\$29,111.09 JK
Amount Left to Bill	\$1,532.16
TERMS	NET 30

Your prompt payment is greatly appreciated! We look forward to working with your firm in the future!

v5505(1)

Vendor Copy

ERIE COUNTY WATER AUTHORITY
295 MAIN STREET ROOM 350 BUFFALO, NY 14203

PURCHASE ORDER

5565-25 (Rel 2)

Render Invoices in duplicate to

Accounts Payable
Erie County Water Authority
295 Main Street
Room 350
Buffalo NY 14203

Invoices are subject to all of the terms and conditions printed hereon and to which reference is hereby made



The above number must appear on all invoices, packing slips and packages

Invoices received without reference to above E.C.W.A. order number will be returned to vendor

Please acknowledge receipt of order and indicate shipping date.

Terms NET 30 DAYS	Ship VIA	FOB Point NOT APPLICABLE	Date 12/10/2025	Page 1
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SHIP TO

GREATER NIAGARA MECHANICAL, INC.
7311 WARD ROAD
NORTH TONAWANDA, NY 14120

LINE NO	ITEM NO	QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
			CLEVER BROOKS BOILER #1 REPAIR NEW REFRACTORY CEMENT/CRACK REPAIR, NEW GAS CHAMBER DIFFUSER AND BOILER GASKET SET		
1	1A	88.00 HR	JOURNEYMAN PIPEFITTER TECHNICIAN STRAIGHT TIME	99.5000	8,756 00
5	3B	1 00 LS	MATERIAL COST PLUS 5%	21,887 2500	21,887 25
6			RETENTION	1,532.1600-	1,532.16-

PURCHASE ORDER TOTAL: 29,111.09

The Consultant/Vendor shall indemnify, defend and hold harmless the Authority against all claims, suits, actions, costs, counsel fees, expenses, damages, judgements or decrees based on or arising out of damage to property or injury to person or other tortious conduct of the Consultant/Vendor or anyone under Consultant's/Vendor's direction or control.

For Use In. ERIE COUNTY WATER AUTHORITY FACILITIES

G/L No	Pri No	Secondary	Unit	FC	Percent	Amount	Description
107300	101883		1015			30,643 25	BOILER NO. 1 REHABILITATION
232003						1,532 16-	Contract Retentions

Lavonya Lester
AUTHORIZED SIGNATURE

Lavonya C. Lester
Director of Administration
AUTHORIZED SIGNATURE

CONDITIONS

- 1 Erie County Water Authority is exempt by law from TAXES. An exempt letter can be made available upon written request.
- 2 No charge for drayage or cartage or crating will be allowed, unless specifically arranged for prior to shipment.
- 3 Material not in accordance with specifications or provisions of contract will be rejected and must be promptly replaced by material of the character contracted for, unless otherwise arranged.
- 4 When no routing is specified, shipper must forward by most direct route and over routes taking through rates. Any excess charges occasioned by mis-routing will be charged against contractor.
- 5 If for any reason delivery cannot be made by date specified, if any, we should be advised IMMEDIATELY, otherwise material may be returned at our option.
- 6 The seller of the material on this order agrees to assume the defense of any suit for patent infringement brought against E.C.W.A. by reason of the use of such material and to indemnify said authority against any and all expenses connected with judgments entered.
- 7 Deliveries shall be made between 8:30 A.M. and 2:30 P.M. Monday to Friday incl. Deliveries will not be received New Year's Day, Washington's Birthday, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day.
- 8 All goods furnished or services rendered must comply to Fair Labor Standards Act of 1938, as amended.
- 9 Any cash discounts which is a part of a bid will be considered as a reduction in the bid prices in determining the award of the bid.
- 10 Date of invoice must not precede date of delivery.
- 11 Authority policy is to pay all claims in a timely manner within the specified time. However, if for some reason payment is delayed, the Authority will take the discount when payment is made.
- 12 The Authority will not pay any interest or late charges, nor refund discount amounts taken after the discount period. If this is unsatisfactory, please quote net.