

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

**Contract:** \_\_\_\_\_ **Project No.:** 202000165  
**Project Description:** 2021 Capital Budget Transfer (see attached) – Budget Transfer Contract for Furnishing and Installing Pump Station Roof and Siding Replacements

**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"/> Sr. Production Engineer	<u>Jemard F. Konalike</u> For Mike Wymer	Date: 05/05/2021
<input checked="" type="checkbox"/> Chief Operating Officer	_____	Date: _____
<input checked="" type="checkbox"/> Executive Engineer	<u>Jemard F. Konalike</u>	Date: 05/05/2021
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer	<u>Karen A. Pendegast</u>	Date: 05/05/2021
<input type="checkbox"/> Legal	_____	Date: _____

**APPROVED FOR BOARD RESOLUTION:**

<input checked="" type="checkbox"/> Secretary to the Authority	<u>[Signature]</u>	Date: 05/05/2021
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**Remarks:** Pump Station Roof and Siding Replacements – Budget Transfer between Units

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



**ERIE COUNTY WATER AUTHORITY**  
**INTEROFFICE MEMORANDUM**

May 5, 2021

To: Steve D'Amico, Business Office Manager

From: Clayton Johnson, PE, Production Engineer *CJJ*

Subject: 2021 Capital Budget Transfer to  
PN 202000165 Contract for Furnishing and Installing  
Pump Station Roof and Siding Replacements

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The Engineering Department is requesting the transfer of funds from W-027 Transmission Main Replacement (Unit 2595, Dept. 250, Capital No. 101267) to PN 202000165 Pump Station Roof and Siding Replacements (Unit 1020, Dept. 100, Capital No. 101582).

This contract (PN 202000165) was originally bid in 2020 with five pump station roof replacements and one pump station siding replacement. Due to receiving high bid costs, in 2020, caused by delays in roofing work due to the COVID-19 pandemic, all bids were rejected and it was decided to rebid the contract in 2021. After finalization of the 2021 Capital Budget it was decided by the Engineering staff that additional pump station roofs required replacement and that increasing the contract size would potentially drive down the price per roof. Five pump station roofs were added to the contract, resulting in the replacement of ten pump station roofs in total.

The bids received for the 2021 rebid contract were much more competitive than those received in 2020, as shown below:

- 2020 Average Cost per Roof Replacement = \$46,150
- 2021 Average Cost per Roof Replacement = \$35,600

Based on the bids received the Engineering Dept. would like to move forward with awarding the contract for the replacement of all ten pump station roofs. The 2021 capital budget item (Unit 1020) is insufficient to replace all of the roofs.

Funds for this amendment are available from 2021 Capital Budget Item W-027 Transmission Main Replacement (Unit 2595, Dept. 250, Capital No. 101267). A portion of W-027 was paid under the 2020 Capital Budget Item for this contract, which leaves sufficient monies available for this budget transfer.

A total of \$185,000 is being requested to be transferred for this project as follows:

- Transfer from: 2021 Budget Unit 2595, Item No. 101267, W-027 Transmission Main Replacement
- Transfer to: 2021 Budget Unit 1020, Item No. 101582, Pump Station Roof Replacements

CJJ:jmf

Attachments

cc: R.Stoll

L. Kowalski

M. Wymer

M. Quinn

## Budget Transfer Authorization

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

**Date:** 5/4/2021

**Transfer From:**

Unit	Dept	Exp/Capital No.	Description	Amount
2595	250	101267	W-27 Transmission Main Replacement	\$185,000.00

**Transfer To:**

Unit	Dept	Exp/Capital No.	Description	Amount
1020	100	101582	Pump Station Roof Replacements	\$185,000.00

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

\$200,000 was budgeted in Capital monies for 2021 for pump station roof replacements. After 2021 budgeting was complete five additional pump stations were identified as needing roof replacements. The contractor costs (per roof) were competitive and the Production Dept. would like to replace all roofs as part of this contract. The 2021 capital budget for this project is insufficient to replace all of the roofs so additional monies are required.

**Required Approvals\*:**

Unit Head: Clayton Johnson 5/04/2021

Dept. Head: Phil P. 5/4/2021 Thelma Aguirre 5/4/2021

Business Office Manager: Steven V. Dominic

Executive Engineer: Leonard F. Konalick 05/04/2021

Comptroller: Oppe John 05/05/2021

Chief Financial Officer: Karen A. Bendegast 05/04/2021

Chief Operating Officer: Russell J. Stoll 5/4/21

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