

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

Contract: _____ **Project No.:** 202100109
Project Description: 2021 Capital Budget Amendment (see attached) – Budget Transfer
VDW Chemical Area Floor Grating

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"/> Sr. Production Engineer	<u><i>Michael Quinn</i></u>	Date: <u>4/29/2021</u>
<input checked="" type="checkbox"/> Chief Operating Officer	<u><i>Russell Hill</i></u>	Date: <u>4/29/2021</u>
<input checked="" type="checkbox"/> Executive Engineer	<u><i>Leonard F. Koralick</i></u>	Date: <u>05/04/2021</u>
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer	<u><i>Karen A. Bendegast</i></u>	Date: <u>05/04/2021</u>
<input type="checkbox"/> Legal	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority	<u><i>[Signature]</i></u>	Date: <u>05/04/2021</u>
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Remarks: VDW Chemical Area Floor Grating

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



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

April 26, 2021

To: Steve D'Amico, Business Office Manager

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

Subject: 2021 Capital Budget Amendment and Budget Transfer No. 3
VDW Chemical Area Floor Grating

The Engineering Department is requesting the creation of a new Capital Budget Item and the transfer of funds from STP Capital Budget Item No. 1010-100-101472, Decant Pump Replacements and VDW Capital Budget Item No. 1015-100-101489, CT Hydropneumatic Tank-Pumps-Piping to the new requested budget item within unit 1015.

The existing caustic, coagulant and fluoride chemical storage and feed areas are all designed with secondary containment curbing in case of a chemical spill. In the event of a chemical spill various areas within the secondary containment are required to be accessible, including the tank and pumps valves and piping.

In order to provide safe access to the required areas, it has been determined best to install elevated (approx. 11-inches to match containment curbing height) chemical resistant floor grating to provide a walkway and working platform above any potential chemical spill. The project will include the furnishing, delivery and installation of the required chemical resistant floor grating.

The funds are being transferred from the Sturgeon Point Decant Pump Replacements line item as the requested funds are remaining due to receiving lower bids than expected for the pump replacements. Funds are also being transferred from the Van de Water Hydropneumatic Tank-Pumps-Piping project, as the hydraulic modeling project work required for the design parameters of the hydropneumatics system has been delayed. The installation of the hydropneumatics tank and system components is now expected to be completed in 2022 budget year.

A total of \$60,000 is being requested to be transferred, including \$25,000 from 1015-100-101489 and \$35,000 from 1010-100-101472.

DMP:jmf
Attachments
cc: R.Stoll
M.Wymer
L.Lester

Budget Transfer Authorization

Budget Transfer No: 3

Date: April 26, 2021

Transfer From:

Unit	Dept	Capital / O&M Item No.	Description	Amount
1010	100	101472	Decant Pump Replacements	\$35,000.00
1015	100	101489	CT Hydropneumatic Tanks-Pumps-Piping	\$25,000.00

Transfer To:

Unit	Dept	Capital / O&M Item No.	Description	Amount
1015	100	NEW	Chemical Aera Floor Grating	\$60,000.00


Statement as to Necessity of Budget Transfer:


The existing caustic, coagulant and fluoride chemical storage and feed areas are all designed with secondary containment curbing in case of a chemical spill. In the event of a chemical spill various areas within the secondary containment are required to be accessible, including the tank and pumps valves and piping. In order to provide safe access to the required areas, it has been determined best to install elevated (approx. 11-inches to match containment curbing height) chemical resistant floor grating to provide a walkway and working platform above any potential chemical spill.

The funds are being transferred from the STP Decant Pump Replacements line item as the requested funds are remaining due to receiving lower bids than expected for the pump replacements. Funds are also being transferred from the Van de Water Hydropneumatic Tank-Pumps-Piping project, as the hydraulic modeling project work required for the design parameters has been delayed. The installation of the hydropneumatics tank is now expected to be completed in 2022 budget year.

A total of \$60,000 is being requested to be transferred, including \$25,000 from 1015-100-101489 and \$35,000 from 1010-100-101472.

Required Approvals*

Unit Head:  04/26/2021 _____

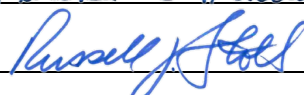
Dept. Head:  4/26/2021 _____

Business Office Manager: 

Executive Engineer:  04/29/2021

Comptroller:  4/26/2021

Chief Financial Officer: 

Chief Operating Officer: 

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

ERIE COUNTY WATER AUTHORITY

Schedule "A"

Outline of Approvals Required for Budget Transfers

<u>If the Budget Transfer is:</u>	<u>Necessary Approvals:</u>							
	<u>Unit Head</u>	<u>Department Head</u>	<u>Budget/Financial Analyst</u>	<u>Executive Engineer</u>	<u>Comptroller</u>	<u>Deputy Director</u>	<u>Executive Director</u>	<u>ECWA 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			
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"

Approvals Required for Creation of New Budget Items:

<u>If the New Budget Item is:</u>	<u>Necessary Approvals:</u>							
	<u>Unit Head</u>	<u>Department Head</u>	<u>Budget/Financial Analyst</u>	<u>Executive Engineer</u>	<u>Comptroller</u>	<u>Deputy Director</u>	<u>Executive Director</u>	<u>ECWA Board</u>
Under \$10,000	X	X	X	X	X	X	X	
\$10,000 and over	X	X	X	X	X	X	X	X

Revised 9/17/2008