

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

Contract: _____ **Project No.:** 2020000315

Project Description: 2021 Capital Budget Amendment (see attached)
For Unit Number 2590 and 2595

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. Distribution Engineer |  | Date: 3/15/2021 |
| <input checked="" type="checkbox"/> Chief Operating Officer |  | Date: 3/16/2021 |
| <input checked="" type="checkbox"/> Executive Engineer |  | Date: 03/15/2021 |
| <input type="checkbox"/> Director of Administration | _____ | Date: _____ |
| <input type="checkbox"/> Risk Manager | _____ | Date: _____ |
| <input checked="" type="checkbox"/> Chief Financial Officer |  | Date: 03/16/2021 |
| <input type="checkbox"/> Legal | _____ | Date: _____ |

APPROVED FOR BOARD RESOLUTION:

- | | | |
|--|--|------------------|
| <input checked="" type="checkbox"/> Secretary to the Authority |  | Date: 03/16/2021 |
|--|--|------------------|

Remarks: _____

Resolution Date: _____

Item No: _____



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

March 15, 2021

To: Steve D'Amico, Business Office Manager

From: Leonard F. Kowalski, Executive Engineer

A handwritten signature in blue ink, appearing to be "LFK", is written over the name Leonard F. Kowalski.

Subject: Budget Transfer

The Engineering Department is requesting to reallocate funding within Units 2590 Engineering/Construction Distribution Mains and 2595 Engineering/Construction Transmission Mains.

Each unit and budget item were reviewed and updated based on recent bid results, actual fees from Professional Service Agreements and projects that carried over from 2020. Overall, seven budget items within units 2590 and 2595 required additional funds and four items need to be created and funded in 2021 to finalize the projects. CPL-005, WSA-014, and CH-012 all began construction in 2020 and need to be finalized in 2021. CH-010 construction was completed in 2020, final punch list items need to be completed in 2021. NC-042, GP-010, EA-013, LA-005, CH-014, BL-002 and DA-011 are Professional Service Agreements and are being funded based on the actual value of the contract.

Excess funds are available in Unit 2590, GP-009, CPL-007 and DA-010. The Authority recently received bids on these projects and the budgets were adjusted based on the results.

A total of \$1,609,000 is being requested to be transferred.

cc: R.Stoll
M. Quinn