



# ERIE COUNTY WATER AUTHORITY

## INTEROFFICE MEMORANDUM

March 29, 2022

To: Terrence D. McCracken, Secretary to the Authority

From: David Patton, Senior Production Engineer *DMP*

Subject: 2022 Budget Capital Budget Transfer  
Van de Water Delivered Water Pump Repairs/Replacements  
Creation of New Capital Budget Item

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The Engineering Department is requesting the creation of a new Capital Budget Item and the transfer of funds from Capital Budget Item No. 1015-100-101655, Chemical System Improvements to the new budget item within Unit 1015.

In 2021, the ECWA purchased replacement bowl/impeller assemblies for both Delivered Water Pump Nos. 4 & 5. Due to the received configuration of the new pump assemblies, it is required that we replace sections of shaft and column piping to match the new pump, with using the existing motor and drive. Additionally, it has been determined best to also replace both the existing pumps control and isolation valves, as the existing valves have passed their expected lifespan and currently do not provide a watertight seal when closed.

As previously discussed, the Authority is experiencing continued issues with the supply of materials and equipment, including specific and specialized items required of the proposed chemical systems improvements project (2022 budget, Unit 1015, Item 101655). The delays in obtaining the required equipment and materials will push this proposed project until early-mid 2023. Accordingly, we are requesting to transfer the previously approved and remaining budget from this item in the amount of \$222,500.00 to the new budget item to cover the costs for repairing and replacing the Delivered pumps. This work can be completed in 2022.

Accordingly, to complete the two new delivered water pumps installation, including all new valves, we are requesting a total of \$222,500.00 to be transferred to the new budget item.

DMP  
Attachments  
cc: R.Stoll  
K Prenderast  
L Kowalski  
L.Lester  
M.Wymer

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

**Contract:** \_\_\_\_\_ **Project No.:** \_\_\_\_\_  
**Project Description:** 2022 Capital Budget Amendment – Budget Transfer VDW Delivered  
Water Pumps Shaft, Column Piping and Control Valve Replacement

**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"/> Department Head		Date: 3/28/22
<input checked="" type="checkbox"/> Chief Operating Officer		Date: 3/28/2022
<input checked="" type="checkbox"/> Executive Engineer		Date: 03/29/2022
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer		Date: 03/29/2022
<input type="checkbox"/> Legal	_____	Date: _____

**APPROVED FOR BOARD RESOLUTION:**

<input checked="" type="checkbox"/> Secretary to the Authority		Date: 3/30/21
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**Remarks:** VDW Delivered pump shaft, column piping, control valve and accessories replacement.

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

# Budget Transfer Authorization

Budget Transfer No: 3

Date: March 16, 2022

**Transfer From:**

Unit	Dept	Capital / O&M Item No.	Description	Amount
1015	100	101655	Chemical Systems Improvements	\$222,500.00


**Transfer To:**


Unit	Dept	Capital / O&M Item No.	Description	Amount
1015	100	101678	VDW Delivered Water Pump Repairs/Replacement	\$222,500.00


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

Due to the received configuration of the new delivered water pump assemblies, it is required that we replace sections of shaft and column piping to match the new pump, with using the existing motor and drive. Additionally, it has been determined best to also replace both the existing pumps control and isolation valves, as the existing valves have passed their expected lifespan and currently do not provide a watertight seal when closed.

**Required Approvals\***

Unit Head:  03/16/2022 \_\_\_\_\_

Dept. Head  3/17/2022 \_\_\_\_\_

Business Office Manager: 

Executive Engineer:  03/17/2022

Comptroller:  03/16/2022

Chief Financial Officer: 

Chief Operating Officer:  3/16/22

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