

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

**Contract:** \_\_\_\_\_ **Project No.:** 201900133  
**Project Description:** Furnish and Deliver, and Install One Bulk Caustic Soda Storage Tank  
 for Sturgeon Point Water Treatment Plant.

**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:**

Department Head *[Signature]* Date: 8/14/19  
 Risk Manager *[Signature]* Date: 08/28/2019  
 Director of Administration *[Signature]* Date: 8/14/19  
 Executive Engineer *[Signature]* Date: 8/14/19

**APPROVED AS TO FORM:**

Legal *Margaret A. Murphy* Date: 8/28/19

**APPROVED FOR BOARD RESOLUTION:**

Secretary to the Authority *[Signature]* Date: 8/28/19

**Remarks:** Legal approval is subject to the approval of the CFO/Comptroller - OF Bdg & pending <100,000 km

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



**ERIE COUNTY WATER AUTHORITY  
RECOMMENDATION FOR AWARD OF CONTRACT**

Contract: \_\_\_\_\_ Project No.: 201900133  
 Project Description: Furnish, Deliver, and Install One Bulk Caustic Soda Storage Tank  
 for Sturgeon Point Water Treatment Plant

**CONTRACT AWARD**  
 Contractor/Supplier: H&K Services, Inc.  
 Award Amount: \$129,000.00

**BID SUMMARY**

Date Advertised for Bids: <u>07/15/2019</u>	Date of Bid Opening: <u>08/06/2019</u>
Bidder	Total Bid Amount
<u>H&amp;K Services, Inc.</u>	<u>\$129,000.00</u>
<u>An-Cor Industrial Plastics, Inc.</u>	<u>\$159,673.00</u>
_____	_____
_____	_____
_____	_____
_____	_____

Attachments:       Bid Tabulation       Consultant's Recommendation

**BUDGET**

<input checked="" type="checkbox"/> Capital	<input type="checkbox"/> O & M	Unit No.: <u>1010</u>	Budget Item No.: <u>101434</u>
<input type="checkbox"/> Capital	<input type="checkbox"/> O & M	Unit No.: _____	Budget Item No.: _____
<input type="checkbox"/> Capital	<input type="checkbox"/> O & M	Unit No.: _____	Budget Item No.: _____
<input type="checkbox"/> Capital	<input type="checkbox"/> O & M	Unit No.: _____	Budget Item No.: _____

**APPROVALS (Select applicable)**

WMBE APPROVAL  
 Affirmative Action Officer *Savoyester*      Date: 8/14/19

NYS CERTIFIED APPRENTICESHIP PROGRAM APPROVAL  
 Coordinator of Employee Relations \_\_\_\_\_      Date \_\_\_\_\_

Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_





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

August 14, 2019

To: Terrence D. McCracken, Secretary to the Authority

From: Clayton J. Johnson, Production Engineer *CJJ*

Subject: Furnish and Deliver, and Install  
One Bulk Caustic Storage Tank  
for Sturgeon Point Water Treatment Plant  
ECWA Project No. 201900133

---

On Tuesday, August 6, 2019, the Authority received two (2) bids for the above referenced contract. The bids were reviewed and a mathematical check has been performed.

The low bidder, H&K Services, Inc. provided adequate insurance coverage as well as Performance and Payment Bonds, approved by the Claims Representative/Risk Manager. The MWBE requirements are waived for this contract. Due to the specialty nature and limited scope of this project the low bidder is unable to find any MWBE companies that manufacture and install FRP tanks. We therefore, recommend award of the above-referenced contract to H&K Services, Inc. in the amount of \$129,000.00, subject to legal review.

Since this is an Invitation to Bid ("Short Form"), the contract is already executed by the Contractor. Since the insurance requirements are met, applicable bonds are included, and the MWBE requirements are waived, the contract can be awarded and executed by the ECWA Chairman, pending Legal review.

Attached please find the following documents:

1. ECWA Authorization Form.
2. ECWA Recommendation for Award of Contract form.
3. Copy of the letter from H&K Services, Inc., dated August 14, 2019, regarding MWBE search for the above referenced project.
4. Bid Tabulation.
5. Three copies of Invitation to Bid for execution by ECWA Chairman.

CJJ:jmf

Attachments

cc: R.Stoll

D.Patton

L.Lester

SPWA-136-1901-I-186