



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

February 1, 2022

To: Steve D'Amico, Business Office Manager

From: Leonard F. Kowalski, Executive Engineer *LFK*

Subject: 2022 Capital Budget Amendment – Unit 2590 Eng/Const Distribution Mains

The Engineering Department is requesting to reallocate funding within Unit 2590 Engineering/Construction Distribution Mains.

One budget item needs to be created and funded for 2022 and three budget items need to be increased. GP-009 began construction in 2021, all pipe was installed, but due to the time of the year the restoration was not able to be completed, restoration work will be completed this spring. DA-012, GP-011, and NC-044 are Professional Service Agreements and are being funded based on the actual value of the contract.

Excess funds have been identified in Unit 2590, JMD-001. JMD-001 is a waterline replacement project and is currently 30% complete with the design phase of the project. Although we anticipate bidding the project this year, it is highly unlikely that the entire budget will be utilized in 2022. We therefore recommend reallocating the funds to the four projects mentioned above.

A total of \$1,275,000 is being requested to be transferred.

cc: R.Stoll
M. Quinn

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

Contract: _____ **Project No.:** _____
Project Description: 2022 Capital Budget Amendment – Unit 2590 Eng/Const Distribution Mains

Item Description:


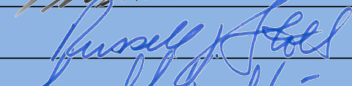


<input type="checkbox"/> Agreement	<input type="checkbox"/> Professional Service Contract	<input checked="" type="checkbox"/> Amendment	<input type="checkbox"/> Change Order
<input type="checkbox"/> BCD	<input type="checkbox"/> NYSDOT Agreement	<input type="checkbox"/> Contract Documents	<input type="checkbox"/> 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: <u>2/2/2022</u>
<input checked="" type="checkbox"/> Chief Operating Officer		Date: <u>2/2/22</u>
<input checked="" type="checkbox"/> Executive Engineer		Date: <u>02/01/2022</u>
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer		Date: <u>02/02/2022</u>
<input type="checkbox"/> Legal	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority		Date: <u>2/2/22</u>
--	---	---------------------

Remarks: _____

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

Budget Transfer Authorization

Budget Transfer No: _____

Date: 02/01/2022

Transfer From:

Unit	Dept	Exp/Capital No.	Description	Amount
2590	Eng	101596	JMD -001	\$1,275,000

Transfer To:


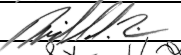
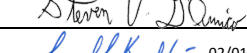

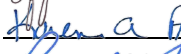

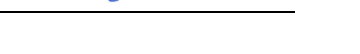
Unit	Dept	Exp/Capital No.	Description	Amount
2590	Eng	101531	GP-009	\$560,000
2590	Eng	101671	DA-012 (Distribution Project B)	\$40,000
2590	Eng	101675	GP-011 (Distribution Project F)	\$475,000
2590	Eng	101676	NC-044 (Distribution Project G)	\$200,000

Statement as to Necessity of Budget Transfer:

GP-009 - construction started in 2021, restoration scheduled to be completed in 2022. Project needs to be funded for 2022.

DA-012, GP-011 and NC-044 - projects are being fully funded based on the actual value of the contract.

Required Approvals*:

Unit Head:	 2/2/2022	_____
Dept. Head:	 2/2/2022	_____
Business Office Manager:	 _____	
Executive Engineer:	 02/01/2022	
Comptroller:	 2/2/2022	
Chief Financial Officer:	 _____	
Chief Operating Officer:	 2/2/22	
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

