

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

Contract: _____ **Project No.:** 202000008
Project Description: Furnishing of Sodium Hypochlorite to the ECWA for Use in the Booster Stations for Two Years from February 1, 2020 to January 31, 2022.

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:

Chief Operating Officer Russell J. Stots Date: 11-12-19
 Executive Engineer James F. Konalich Date: 11-12-19
 Senior Production Engineer Mike Wynne LFK Date: 11-12-19
 Director of Administration Lynne Lestee Date: 11/12/2019
 Chief Financial Officer Allen A. Pendergast Date: 11/13/19

APPROVED AS TO FORM:

Legal / RISK MANAGEMENT Margaret A. Murphy Date: 11/13/19

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority [Signature] Date: 11/13/19

Remarks: Unit price contract.

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



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

November 12, 2019

To: Terrence D. McCracken, Secretary to the Authority

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

Subject: Furnishing of Sodium Hypochlorite to the ECWA
For Use in the Booster Stations
For Two Years from February 1, 2020 to January 31, 2022
ECWA Project No. 202000008

The existing contract for the supply of 12.5% sodium hypochlorite for boosting chlorine residuals within ECWA's distribution system has ended. This contract is for a chemical supplier to furnish 12.5% sodium hypochlorite to be used for boosting chlorine residuals throughout ECWA's distribution system. The new contract will be from February 1, 2020 to January 31, 2022.

The following documents are attached:

- Blue Authorization Form - this form provides the project name and project number, the action that is being requested of the Board, and it provides a list of approvals that are required prior to being acted on by the Board.
- One (1) set of Contract Documents.

The Project Manual needs to be reviewed by the Risk Manager and the Legal Department before the Board can provide the Authorization to Advertise.

CJJ:jmf
Attachments
cc: R.Stoll
M.Wymer
L.Lester
CHEM-834-2001-X-12

Set No:

Project Manual

**FURNISHING OF SODIUM HYPOCHLORITE
TO THE ERIE COUNTY WATER AUTHORITY FOR
USE IN THE BOOSTER STATIONS FOR TWO YEARS
FROM FEBRUARY 1, 2020 TO JANUARY 31, 2022**

Project No. 202000008

November 2019

Erie County Water Authority

295 Main Street, Room 350

Buffalo, New York 14203



**ERIE COUNTY WATER AUTHORITY
295 MAIN STREET, ROOM 350
BUFFALO, NEW YORK 14203**

**FURNISHING OF SODIUM HYPOCHLORITE
TO THE ERIE COUNTY WATER AUTHORITY
FOR USE IN THE BOOSTER STATIONS
FOR TWO YEARS FROM FEBRUARY 1, 2020 TO JANUARY 31, 2022**

ECWA PROJECT No. 202000008

NOTICE TO BIDDERS

The Erie County Water Authority will receive separate, sealed bids for the **FURNISHING OF SODIUM HYPOCHLORITE TO THE ERIE COUNTY WATER AUTHORITY FOR USE IN THE BOOSTER STATIONS FOR TWO YEARS FROM FEBRUARY 1, 2020 TO JANUARY 31, 2022.**

Bids will be received by the Erie County Water Authority until ??:?? a.m. prevailing time, on Tuesday, ?????????? ??, 2019, at the Cashier's Office of the Authority, 295 Main Street, Room 350, Buffalo, New York 14203, and then at that time and place will be publicly opened and read.

All bids being mailed (including FedEx, UPS, Priority Mail, etc) or hand-delivered to the Erie County Water Authority shall be directed to the "CASHIER'S OFFICE" in a sealed envelope and be clearly marked on the outside of the mailing or hand-delivered envelope "BID ENCLOSED-FURNISHING OF SODIUM HYPOCHLORITE TO THE ERIE COUNTY WATER AUTHORITY FOR USE IN BOOSTER STATIONS FOR TWO YEARS FROM FEBRUARY 1, 2020 TO JANUARY 31, 2022". Failure to follow the above instructions could result in rejection of the proposal.

Beginning at 9:00 a.m., on ???day, ?????????? ??, 2019, the Instruction to Bidders, Form of Bid, and form of Contract, Specifications, and Security Bonds may be examined at the above address and may be obtained by writing the Cashier's Office at the above address or calling (716) 849-8484, between the hours of 9:00 a.m. and 5:00 p.m.

Each Bid shall be accompanied by a certified check or bid bond in the amount of five percent (5%) of the amount of the bid.

In accordance with State Finance Law §§139-j and 139-k, all questions about meaning or intent of the bidding documents shall be submitted to the designated contact person in writing. The designated contact is Clayton J. Johnson, PE, Production Engineer, Erie County Water Authority, 3030 Union Road, Buffalo, NY 14227, telephone 716-685-8218.

The Erie County Water Authority reserves the right to reject any and all bids or to accept any bid deemed to be for the best interest of the Water Authority even though the bid chosen may result in the award of the Contract to a bidder whose bid is not mathematically low.

ERIE COUNTY WATER AUTHORITY

TERRENCE D. McCracken
Secretary to the Authority