



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

May 28, 2025

To: Terrence D. McCracken, Secretary to the Authority

From: Daniel J. Seider, PE, Director of Production *DJS*

Subject: 2025 Capital Budget Amendment and Budget Transfer  
Van de Water WTP Raw Water Pump Station  
Overhead Garage Door Replacement  
PN 202500107

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The existing overhead garage door at the Van de Water WTP Raw Water Pump Station is in need of replacement. The replacement was not identified until after the development of the 2025 capital budget and therefore a new budget item is needed to perform the necessary improvements.

The Production Department is requesting the creation of a new Capital Budget Item and the transfer of funds from the following budget line:

Department: 100 - Production  
Unit: 1015 – Van de Water Plant  
Item: 101798 – Filter 2 Valve/Actuator Replacement

The funds are available in the above-referenced project due to delays in advertising the project for bids and the long lead times for procurement and delivery of much of the required equipment and materials.

Attached find a price quote for the work. A total of \$20,000 is being requested to be transferred to account for any unforeseen additional costs during the installation of the new overhead door.

DJS:jmf  
cc: L.Kowalski, PE  
P.Miklos  
VAWA-677-2501



**ERIE COUNTY WATER AUTHORITY**  
 Department of Administration and Purchasing  
 3030 Union Road  
 Buffalo NY 14227  
 Telephone (716) 685-8214

ALL RESPONSES MUST BE TO ABOVE  
 ADDRESS OR EMAIL TO  
**CENTRALPURCHASING@ECWA.ORG**

**REQUEST FOR  
 QUOTATION  
 PDM25-0005**

The above number must appear on  
 all quotations and correspondence.  
**This is not an order**

FOB Point	NOT APPLICABLE	Vend No V1598-02	Date 3/17/2025	Page 1
<b>A 24 HOUR DOOR NATIONAL, INC.</b> <b>344 SYCAMORE STREET</b> <b>BUFFALO, NY 14204</b>		Quote Due 3/24/2025		
		Terms		
		Delivery Promised		

LINE NO.	ITEM NO.	QUANTITY UOM	DESCRIPTION	Unit Price	Extended Amount
PLEASE INCLUDE ALL ASSOCIATED COSTS WITH THE BID INCLUDING INSURANCE AND EQUIPMENT RENTALS. INSURANCE DOCUMENTATION WILL BE REQUESTED FROM THE APPARENT LOW BIDDER AND MUST BE APPROVED BY ECWA BEFORE BID IS AWARDED. THIS BID SHOULD ALSO INCLUDE THE REMOVAL & DISPOSAL OF THE EXISTING DOOR					
1		1.00 EA	12' X 14' ROLLING ALUMINUM COILING DOOR WITH MOTOR INSIDE MOUNT. CLEAR ANODIZED GALVANIZED GUIDES. 05 ALUMINUM SLATS 3/4 HP OPERATOR BRACKET MOUNT RH DRIVE. INCLUDES WEATHER SEAL. OPERATOR VOLTAGE 208/230/460 3 PHASE WITH A THREE BUTTON STATION & PHOTO EYE. REFERENCE COLOR, USE OVERHEAD DOOR CO. RAL-8002 (BROWN)		
If unable to bid, please respond with "NO BID" on this form. This ensures you remain an active vendor in our system.				Grand Total	<i>Please see attached 2 options.</i>

Primary Communications should be sent by email only to  
**CENTRALPURCHASING@ECWA.ORG**, secondary by USPS mail.  
 Vendor Email address

Lavonya C. Lester  
 Buyer

**CONDITIONS**

- The Erie County Water Authority is exempt by law from TAXES. An exempt letter can be made available upon written request.
- Please quote on this sheet in spaces indicated above for the articles described. Note delivery required and in quoting advise definite delivery. Base your quotation on the terms and conditions printed and/or typed herein.
- Bids must bear quotation number and date due on envelope.
- Shipping charges must be included in bid tabulation.
- All quotes must be extended and totaled.
- The Authority reserves the right to select or reject any or all items.
- All goods furnished or services rendered must comply to Fair Labor Standards Act of 1938, as amended.
- Any cash discounts which is a part of a bid will be considered as a reduction in the bid prices in determining the award of the bid.
- No fuel surcharges or handling fees allowed.
- All deliveries shall be made BETWEEN the hours of 8:30am and 2:30pm EST (M-F). Deliveries will not be received after the designated time.
- Authority policy is to pay all claims in a timely manner within the specified time. However, if for some reason payment is delayed, the Authority will take the discount when payment is made.
- The Authority will not pay any interest or late charges, nor refund discount amounts taken after the discount period. If this is unsatisfactory, please quote net.

Company	A 24 Hour Door National
Signature	Megan Carlin
Title	Office Manager
Quote Date	3/24/25



# A 24 HOUR DOOR NATIONAL, INC

# Estimate

344 Sycamore St  
Buffalo, NY 14204  
716-824-1100  
www.a24hour.biz

Date	Estimate #
3/21/2025	17754

## Name / Address

716-685-8322  
Erie County Water Authority  
3750 River Road  
Tonawanda, NY 14150-6508



P.O. No.	Rep	Project
	JESS	

Description	Qty	Rate	Total
OPTION TWO ALUMINUM DOOR:			
SERVICE CALL		125.00	125.00
LABOR FIRST TECHNICIAN	8	125.00	1,000.00
LABOR SECOND TECHNICIAN	8	125.00	1,000.00
TECHNICIANS ONSITE WILL BE PAID PREVAILING WAGES.			
CERTIFIED PAYROLL REPORTS AVAILABLE UPON REQUEST.			
MAN LIFT	1	175.00	175.00
FORKLIFT	1	175.00	175.00
NON INSULATED ALUMINUM ROLLING DOOR Width: 12' 0" x Height: 14' 0" Handing: Right Mtg Conditions: Face of Wall - Masonry (Z) Mtg Location: Interior Slat Profile: 2-3/4" Flat Slat Curtain: 20ga. Aluminum, Exo-Shield Standard RAL Bottom Bar, Hood/Guide/Bracket: Aluminum, Exo-Shield Standard RAL Mounting Angle: Exo-Shield Standard RAL Pipe Black Rust Inhibitor Paint Life Cycles: 20,000 Life Cycles RAL 8002 - SIGNAL BROWN Operator: 65L MH503L5R Motor Mtg: Front of Coil Mount Liftmaster H503L5R, 1/2HP 208/230/460V 3PH 60HZ W/AUX H/C, O/C/S PBS, P/EYE	1	13,465.58	13,465.58

A 24 Hour Door National will warrant that all work described above is to be performed in a timely and professional workman like manner. Scheduling times or dates, however, are not guaranteed. Attempts by A 24 Hour Door National to utilize customers existing hardware that is determined to be faulty or unusable will be at the clients risk and not warranted by A 24 Hour Door National and may require replacement parts not included on this estimate.

Does not include permits, structural plans, blue prints, inspections, shop drawings.  
Does not include break metal, flooring work, painting walls, patching, grouting, siding. All labor is to be done during business hours, Mon-Fri 8am-4pm.

All estimates are valid for 30 days.

PLEASE SIGN AND RETURN TO ACCEPT ESTIMATE

Signature \_\_\_\_\_

Page 1

Subtotal

Sales Tax (8.75%)

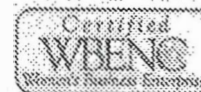
Total



## Estimate

Date	Estimate #
3/21/2025	17754

716-685-8322  
Erie County Water Authority  
3750 River Road  
Tonawanda, NY 14150-6508



Project

LESS

Signature \_\_\_\_\_

<b>Total</b>	<b>\$15,940.58</b>
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### Additional Terms and Conditions

1. By providing this Quotation, A 24 Hour Door National Inc.  
Company Name  
agrees to be bound by the Terms and Conditions set forth within it.
2. A 24 Hour Door National Inc. shall secure and maintain such insurance as will protect itself from claims under the Workers' Compensation Act; claims for damages because of bodily injury, including personal injury, sickness or disease, or death of any of its employees or of any person other than its employees; and from claims for damages because of injury to or destruction of property including loss of use resulting therefrom in the amounts and Terms as indicated on the Insurance Requirements provided with this Request for Quotation.
3. A 24 Hour Door National Inc. shall provide and maintain insurance that will provide coverage for claims arising out of the negligent performance of this Agreement.
4. A 24 Hour Door National Inc. shall list Erie County Water Authority as an Additional Insured.
5. A 24 Hour Door National Inc. shall provide Certificates of Insurance certifying the coverage required by this provision.

Print Name: Megan Carlin  
Signature: Megan Carlin  
Date: 3-21-2025

**ERIE COUNTY WATER AUTHORITY  
AUTHORIZATION FORM  
For Approval/Execution of Board Meeting Documents**

**Document Name:** \_\_\_\_\_ **Project No.:** \_\_\_\_\_

**Description:** \_\_\_\_\_

**Item Description:**

Choose one:

Other: \_\_\_\_\_

**Action Requested:**

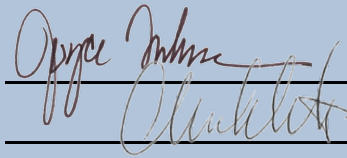
Choose one:

Other: \_\_\_\_\_

**Approvals Required:**

**APPROVED AS TO CONTENT:**

Chief Financial Officer



Date: 05/29/2025

Chief Operating Officer



Date: 6/2/2025

Claims Rep. – Risk Manager

Date: \_\_\_\_\_

Comptroller

Date: \_\_\_\_\_

Director of Administration

Date: \_\_\_\_\_

Director of Distribution

Date: \_\_\_\_\_

Director of Human Resources

Date: \_\_\_\_\_

Director of IT

Date: \_\_\_\_\_

Director of Production



Date: 5/29/2025

Director of Water Quality

Date: \_\_\_\_\_

Executive Engineer



Date: 6/2/2025

General Counsel (Legal)

Date: \_\_\_\_\_

Other: \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED FOR BOARD RESOLUTION:**

Secretary to the Authority



Date: 6/2/2025

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

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

## Budget Transfer Authorization

Budget Transfer No: \_\_\_\_\_

Date: May 28, 2025

Transfer From:

Unit	Dept	Capital / O&M Item No.	Description	Amount
1015	100	101798	Filter 2 Valve and Actuator Replacement	\$20,000

Transfer To:

Unit	Dept	Capital / O&M Item No.	Description	Amount
1015	100	<b>101810</b>	Van de Water WTP Raw Water PS Overhead Door Replacement	\$20,000

### Statement as to Necessity of Budget Transfer:

The existing overhead garage door at the Van de Water WTP Raw Water PS is in need of replacement. A new budget item is needed to perform the necessary replacement. The funds are available in Budget Item 101798 due to delays in advertising the project for bids and long lead times for equipment and materials.

### Required Approvals\*

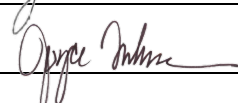
Unit Head:  5/29/2025

Dept. Head:  5/29/2025

Business Office Manager:  5/29/2025

Executive Engineer: \_\_\_\_\_

Comptroller:  5/29/2025

Chief Financial Officer:  05/29/2025

Chief Operating Officer: \_\_\_\_\_

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

Revised 8/14/2020

# 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

Revised 9/17/2008