

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

Contract: _____ **Project No.:** _____
Project Description: HYDRANT AND VALVE REPLACEMENTS

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 EC'S

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 BOARD RESOLUTION

Approvals Needed:

APPROVED AS TO CONTENT:

Other (if Applicable) _____ Date: 2-11-20
 Chief Operating Officer _____ Date: _____
 Executive Engineer Leonard F. Konable _____ Date: 2-13-2020
 Director of Administration _____ Date: _____
 Risk Manager _____ Date: _____
 Chief Financial Officer _____ Date: _____
 Legal _____ Date: _____

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority [Signature] _____ Date: 2/19/20

Remarks: _____

I:\FORMS\INFO SVCS\Authorization Form Examples\Blue Sheet for Hvdrant and Valve Replacements Revised 11-19.docx

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



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

February 5, 2020

TO: Terrence D. McCracken, Secretary to the Authority

FROM: John M. Catanzaro, Director of Operations *Jmc*

SUBJECT: Board Authorization for Hydrant/Valve Replacements

Please be advised that Authority personnel have recently replaced various hydrants and valves that were obsolete, defective or unrepairable. These hydrants and valves are located within the Direct Service areas of the Erie County Water Authority Service Area.

Since the hydrants and valves are assets of the Authority, the old hydrant or valve must be removed from our inventory. This is referred to as "retired". The new hydrant or valve then replaces the retired asset. The make, size, model and cost of the new hydrant or valve is then included as a current asset.

The action to retire an old hydrant or valve and to replace it with a new hydrant or valve requires authorization from the Board. As such please find the following:

- Blue Authorization form for Board Resolution for hydrant and valve replacements.
- Construction Authorization forms for the subject hydrant or valve that was replaced; along with a pink "Property Removed from Service" form for each hydrant and valve. These two documents identify all the pertinent data including the cost of the new asset.

Please advise if you require additional information.

FOR RECORD PURPOSES ONLY; WORK DONE
WHEN NECESSARY FOR MAINTENANCE PURPOSES

**ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION**

Project No. 202000026
Budget No. 190909

Authorization No.: EC 7082, R200001
Date: 12/27/19
Inputted By/Date: nfn:2/5/20

12/27/19 Estimate Starting Date
12/27/19 Estimate Complete Date
 yes no Retirement Involved
 Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____
Name of Grantor of Easement _____

TITLE OF PROJECT: Replaced existing 4" valve at South Park Ave and Colonial Pl, Town of Hamburg

_____ Date of Easement

CLASS OF MAIN INSTALLATION:
_____ System Betterment
_____ Bldr/Cont/Dev. Agree.
_____ Owner Occupant Cont.
_____ Special Revenue Cont.

DETAILED DESCRIPTION AND PURPOSE:

Valve originally installed prior to 6/1/11 by the Town of Hamburg, was scrapped, retired under #R200001 and replaced with a 4" resilient seat valve under EC 7082. Old 4" gate valve was obsolete and unrepairable. Work done by ECWA Forces at ECWA expense.

ESTIMATE COST

- *Restoration Estimated*
- (1) Total Est. Cost \$ 14,000.00
 - (2) _____ Meters and \$ _____
 - Service @ _____
 - (3) Removal Cost Less Salvage \$ _____
 - (4) Gross Investment \$ _____

DEDUCT

- (5) Const. Advance \$ _____
- (6) Service Conn. \$ _____
- (7) Refunds \$ _____
- (8) Net Auth. Invest. \$ _____

BUDGETARY DATA

- (9) Tot. Budget Expnd. \$ _____
- (10) This Authorization \$ _____
- (11) Pre Approved \$ _____
- (12) Tot. Apvl. To Date \$ _____
- (13) Bal. Budget Expnd. \$ _____

RATIFICATION

APPROVALS

Preparation S.Spjer
Director of Oper. [Signature]
Exec. Engr. [Signature]
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

RESOLUTION APPROVING

Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	nfn:2/5/20	Project No.:	202000026
G.L. No.	186.000		
Pri. No.		Location:	HATN
Auth No.			Date: 12/27/19
Date Installed:	Pre 6/1/11		Public St. (X)
Under Auth. No.:	-----		or
Date Removed:	12/27/19		Private-Right-of-Way ()
Replaced Under:	EC 7082	Disp. Code:	1. Book Value
	(EC#, OWIP, BI#)		2. Cost of Removal
			3. Salvage (Trade-in)

Complete description of unit retired: (Record numbers if possible)

1-4" Gate Valve

Department Head

FOR ACCOUNTING DEPT. USE ONLY. DO NOT WRITE BELOW THIS LINE.

Item Retired			Disp. Code	Qty	Unit Used	Book Cost		Cost to Remove	Salvage, Trade-in Realized
CPR	Page	& Line				Per unit	Total		

	General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr)	186.000				
JE 32 (Cr)	101.000		XXXXXXXXXX	XXXXXX	
JE 33 (Dr)	108.00	XXXXXXXXXXXX			
JE 33 (Cr)	186.00				

FOR RECORD PURPOSES ONLY; WORK DONE
WHEN NECESSARY FOR MAINTENANCE PURPOSES

**ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION**

Project No. 202000037
Budget No. 200906

Authorization No.: EC 7083, R200002
Date: 1/3/20
Inputted By/Date: nfn:2/5/20

1/3/20 Estimate Starting Date
1/3/20 Estimate Complete Date
 yes no Retirement Involved
 Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____

TITLE OF PROJECT: Replaced existing 5' hydrant at 8335 Tonawanda Creek Rd, Town of Clarence

Name of Grantor of Easement _____
Date of Easement _____

DETAILED DESCRIPTION AND PURPOSE:
Hydrant originally installed prior to 10/1/99 by the Town of Clarence, was scrapped, retired under #R200002 and replaced with a 5' Kennedy hydrant under EC 7083. Old 5' Eddy hydrant was obsolete and unrepairable. Work done by ECWA Forces at ECWA expense.

CLASS OF MAIN INSTALLATION:

System Betterment

Bldr/Cont/Dev. Agree.

Owner Occupant Cont.

Special Revenue Cont.

ESTIMATE COST

- *Restoration Estimated*
- (1) Total Est. Cost \$ 3,680.00
 - (2) _____ Meters and Service @ _____ \$ _____
 - (3) Removal Cost Less Salvage \$ _____
 - (4) Gross Investment \$ _____

DEDUCT

- (5) Const. Advance \$ _____
- (6) Service Conn. \$ _____
- (7) Refunds \$ _____
- (8) Net Auth. Invest. \$ _____

BUDGETARY DATA

- (9) Tot. Budget Expnd. \$ _____
- (10) This Authorization \$ _____
- (11) Pre Approved \$ _____
- (12) Tot. Apvl. To Date \$ _____
- (13) Bal. Budget Expnd. \$ _____

RATIFICATION

APPROVALS

Preparation S. Spier
Director of Oper. [Signature]
Exec. Engr. [Signature]
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

RESOLUTION APPROVING

Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	nfn:2/5/20	Project No.:	202000037
G.L. No.	186.000		
Pri. No.		Location:	CLTN
Auth No.		(Town)	Date: 1/3/20
Date Installed:	Pre 10/1/99	Public St.	(X)
Under Auth. No.:	-----	or	
Date Removed:	1/3/20	Private-Right-of-Way	()
Replaced Under:	EC 7083 (EC#, OWIP, BI#)	Disp. Code:	1. Book Value 2. Cost of Removal 3. Salvage (Trade-in)

Complete description of unit retired: (Record numbers if possible)

1-5' Eddy Hydrant

Department Head

FOR ACCOUNTING DEPT. USE ONLY. DO NOT WRITE BELOW THIS LINE.

Item Retired			Disp. Code	Qty	Unit Used	Book Cost		Cost to Remove	Salvage, Trade-in Realized
CPR	Page	& Line				Per unit	Total		

General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr) 186.000				
JE 32 (Cr) 101.000		XXXXXXXXXX	XXXXXXX	
JE 33 (Dr) 108.00	XXXXXXXXXXXX			
JE 33 (Cr) 186.00				

FOR RECORD PURPOSES ONLY; WORK DONE
WHEN NECESSARY FOR MAINTENANCE PURPOSES

ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION

Project No. 202000039
Budget No. 200906

Authorization No.: EC 7084, R200003
Date: 1/6/20
Inputted By/Date: nfn:2/5/20

1/6/20 Estimate Starting Date
1/6/20 Estimate Complete Date
 yes no Retirement Involved
 Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____

TITLE OF PROJECT: Replaced existing 5'
hydrant at 48 Linda Dr, Town of Cheektowaga

Name of Grantor of Easement _____
Date of Easement _____

DETAILED DESCRIPTION AND PURPOSE:
Hydrant originally installed in 1968 under BO 1468,
was scrapped, retired under #R200003 and replaced
with a 5' Kennedy K81 under EC 7084. Old 5'
Mueller Improved was obsolete and unrepairable.
Work done by ECWA Forces at ECWA expense.

CLASS OF MAIN INSTALLATION:

System Betterment

Bldr/Cont/Dev. Agree.

Owner Occupant Cont.

Special Revenue Cont.

ESTIMATE COST

- *Restoration Estimated*
- (1) Total Est. Cost \$ 3,060.00
 - (2) _____ Meters and \$ _____
Service @ _____
 - (3) Removal Cost Less Salvage \$ _____
 - (4) Gross Investment \$ _____

RATIFICATION

DEDUCT

- (5) Const. Advance \$ _____
- (6) Service Conn. \$ _____
- (7) Refunds \$ _____
- (8) Net Auth. Invest. \$ _____

BUDGETARY DATA

- (9) Tot. Budget Expnd. \$ _____
- (10) This Authorization \$ _____
- (11) Pre Approved \$ _____
- (12) Tot. Apvl. To Date \$ _____
- (13) Bal. Budget Expnd. \$ _____

APPROVALS

Preparation S. Spier
Director of Oper. [Signature]
Exec. Engr. [Signature]
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

RESOLUTION APPROVING

Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	nfn:2/5/20	Project No.:	202000039
G.L. No.	186.000		
Pri. No.		Location:	CHTN
Auth No.		(Town)	Date: 1/6/20
Date Installed:	1968	Public St.	(X)
Under Auth. No.:	BO 1468	or	
Date Removed:	1/6/20	Private-Right-of-Way	()
Replaced Under:	EC 7084	Disp.	1. Book Value
	(EC#, OWIP, BI#)	Code:	2. Cost of Removal
			3. Salvage (Trade-in)

Complete description of unit retired: (Record numbers if possible)

1-5' Mueller Improved

Department Head

FOR ACCOUNTING DEPT. USE ONLY. DO NOT WRITE BELOW THIS LINE.

Item Retired			Disp. Code	Qty	Unit Used	Book Cost		Cost to Remove	Salvage, Trade-in Realized
CPR	Page	& Line				Per unit	Total		

General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr)	186.000			
JE 32 (Cr)	101.000	XXXXXXXXXX	XXXXXX	
JE 33 (Dr)	108.00	XXXXXXXXXX		
JE 33 (Cr)	186.00			

FOR RECORD PURPOSES ONLY; WORK DONE
WHEN NECESSARY FOR MAINTENANCE PURPOSES

**ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION**

Project No. 202000040
Budget No. 200906

Authorization No.: EC 7085, R200004
Date: 1/9/20
Inputted By/Date: nfn:2/5/20

1/9/20 Estimate Starting Date
1/9/20 Estimate Complete Date
 yes no Retirement Involved
 Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____

TITLE OF PROJECT: Replaced existing 5' hydrant at 4660 Overlook Dr, Town of Clarence

Name of Grantor of Easement _____
Date of Easement _____

DETAILED DESCRIPTION AND PURPOSE:
Hydrant originally installed prior to 10/1/99 by the Town of Clarence, was scrapped, retired under #R200004 and replaced with a 5' Kennedy K-81 under EC 7085. Old Mathews hydrant was obsolete and unrepairable. Work done by ECWA Forces at ECWA expense.

CLASS OF MAIN INSTALLATION:
System Betterment
Bldr/Cont/Dev. Agree.
Owner Occupant Cont.
Special Revenue Cont.

ESTIMATE COST

- *Restoration Estimated*
- (1) Total Est. Cost \$ 3,820.00
 - (2) _____ Meters and Service @ _____ \$ _____
 - (3) Removal Cost Less Salvage \$ _____
 - (4) Gross Investment \$ _____

DEDUCT

- (5) Const. Advance \$ _____
- (6) Service Conn. \$ _____
- (7) Refunds \$ _____
- (8) Net Auth. Invest. \$ _____

BUDGETARY DATA

- (9) Tot. Budget Expnd. \$ _____
- (10) This Authorization \$ _____
- (11) Pre Approved \$ _____
- (12) Tot. Apvl. To Date \$ _____
- (13) Bal. Budget Expnd. \$ _____

RATIFICATION

APPROVALS

Preparation S. Spier
Director of Oper. [Signature]
Exec. Engr. [Signature] 2-13-2020
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

RESOLUTION APPROVING

Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	nfn:2/5/20	Project No.:	202000040
G.L. No.	186.000		
Pri. No.		Location:	CLTN
Auth No.			Date: 1/9/20
Date Installed:	Pre 10/1/99		Public St. (X)
Under Auth. No.:	-----		or
Date Removed:	1/9/20		Private-Right-of-Way ()
Replaced Under:	EC 7085	Disp.	1. Book Value
	(EC#, OWIP, BI#)	Code:	2. Cost of Removal
			3. Salvage (Trade-in)

Complete description of unit retired: (Record numbers if possible)

1-5' Mathew's Hydrant

Department Head

FOR ACCOUNTING DEPT. USE ONLY. DO NOT WRITE BELOW THIS LINE.

Item Retired			Disp. Code	Qty	Unit Used	Book Cost		Cost to Remove	Salvage, Trade-in Realized
CPR	Page	& Line				Per unit	Total		

General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr) 186.000				
JE 32 (Cr) 101.000		XXXXXXXXXX	XXXXXX	
JE 33 (Dr) 108.00	XXXXXXXXXXXX			
JE 33 (Cr) 186.00				