



**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 No. 6  
Variable Frequency Drive Replacement  
PN 202500110

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The existing Variable Frequency Drive (VFD) for Van de Water WTP Raw Water Pump No. 6 failed and must be replaced. A new budget item is needed to purchase the replacement VFD.

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/Actuators 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.

The vendor, Motion AI, is listed on Authority's Single Source list. Attached find a price quote for the required VFD. A total of \$26,500 is being requested to be transferred to account for shipping and any unforeseen additional costs.

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

SAA 25 - 0030

**QUOTE**

Quote # QTE0151229

**Bill To**

Erie County Water Authority  
Accounting Dept.  
350 Ellicott Square  
Buffalo, NY 14203  
United States

**Ship To**

Erie County Water Authority  
3030 Union Road  
Buffalo, NY 14227-1097  
United States

Customer ID 10480BUF

Taker sbudde

Quoted to Scott Aiple

Quote Date 5/7/2025

Expire Date 6/6/2025

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Customer PO #	Customer Job #	Shipping Method	Payment Terms
ATV630		UPS Ground	NET 30 DAYS

NC/ # NR	Qty Quoted	Item Number Description	Customer Item Number	Unit Price Extended Price
1	1	ATV630C31N4		25,131.25000 \$25,131.25
Factory Stock / 7-10 Business Day Lead Time ARO				

Salesperson: Pat Lockwood

Subtotal	\$25,131.25
Miscellaneous	\$0.00
Freight	\$0.00
Sales Tax	\$0.00
<b>Quote Total</b>	<b>\$25,131.25</b>

If we can be of any further service please call us at PH: (716) 206-0061

Availability subject to prior sales

Pricing excludes any subsequent tariffs or fees which may be imposed. If new tariffs or fees are introduced, an order will be requoted/repriced, and an updated PO will be requested. If order cancellation is requested, cancellation fees may apply. If an order is non-cancellable, fees may include full-price and applicable tariffs and fees.

This Quotation Is Expressly Limited To, And Expressly Made Conditional On, Buyer's Acceptance Of The Terms And Conditions Of Sale Located At <https://ai.motion.com/motion-ai-terms-and-conditions/>. Seller Objects To Any Different Or Additional Terms. - All Currency is In USA Dollars.

Motion Ai - NY34

245 Cooper Avenue Suite 100 - Dock 3 Tonawanda, NY 14150

PH: (716) 206-0061

ai.motion.com

**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:**

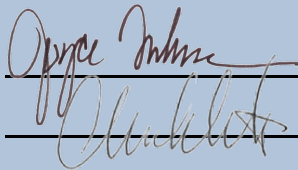
Choose one:

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: 5/29/2025

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	\$26,500

Transfer To:

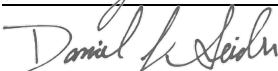
Unit	Dept	Capital / O&M Item No.	Description	Amount
1015	100	<b>101811</b>	Van de Water WTP Raw Water Pump No. 6 Variable Frequency Drive Replacement	\$26,500

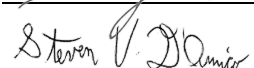
### Statement as to Necessity of Budget Transfer:

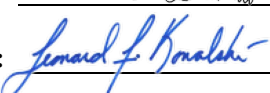
The existing Variable Frequency Drive (VFD) for the Van de Water WTP Raw Water Pump No. 6 failed and needs to be replaced. A new budget item is needed to purchase replacement VFD. The funds are available in Budget Item 101798 due to delays in advertising the project for bids and long lead times for equipment and materials.

### Required Approvals\*


Unit Head:  5/29/2025

Dept. Head:  5/29/2025

Business Office Manager:  5/29/2025

Executive Engineer:  5/29/2025

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

# ERIE COUNTY WATER AUTHORITY

## Schedule "A"

### **Outline of Approvals Required for Budget Transfers**

<b><u>If the Budget Transfer is:</u></b>	<b><u>Necessary Approvals:</u></b>							
	<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:**

<b><u>If the New Budget Item is:</u></b>	<b><u>Necessary Approvals:</u></b>							
	<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