

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

Contract: _____ **Project No.:** 201800199
Project Description: Furnish and Deliver Various Wood Products to the ECWA for One Year From November 1, 2020 to October 31, 2019

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 One-Year Contract Extension

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:

<input type="checkbox"/> Other (if Applicable)	_____	Date: _____
<input checked="" type="checkbox"/> Chief Operating Officer	<u><i>Russell F. Abel</i></u>	Date: <u>9/15/2020</u>
<input checked="" type="checkbox"/> Executive Engineer	<u><i>Jeanne F. Kovalik</i></u>	Date: <u>09/14/2020</u>
<input checked="" type="checkbox"/> Director of Administration	<u><i>Reynolds Lester</i></u>	Date: <u>9/14/2020</u>
<input checked="" type="checkbox"/> Risk Manager	<u>NOT APPLICABLE</u>	Date: <u>N/A</u>
<input checked="" type="checkbox"/> Chief Financial Officer	<u><i>Karen A. Bendugast</i></u>	Date: <u>09/14/2020</u>
<input checked="" type="checkbox"/> Legal	<u><i>Margaret A. Murphy</i></u>	Date: <u>09/15/2020</u>

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority	<u><i>[Signature]</i></u>	Date: <u>09/16/2020</u>
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Remarks: Second contract extension

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



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

September 15, 2020

To: Terrence D. McCracken, Secretary to the Authority

From: Lavonya C. Lester, Director of Administration *LCL*

Subject: Furnishing & Delivering of Various Wood Products
Project No. 201800199 - Contract No. 18-25-11

On October 15, 2018 a formal bid was advertised on the NYS Contract Reporter for the furnishing and delivering of various wood products to the Authority. There were two bidders:

Southtown Supply Inc.	\$26,732.50
T&F Consulting	\$35,285.50

The bids were reviewed and awarded to the lowest bidder: **Southtown Supply Inc.**

This contract was initially bid for one year with (2) one-year extensions. The first (1) year extension is almost complete. It is scheduled to expire on October 31, 2020. Southtown Supply, Inc. has expressed the desire to extend this contract for an additional year at the same terms and conditions in a letter dated September 10, 2020. The unit price cost for the estimated total amount of \$26,732.50 will remain the same for the term of this second contract extension.

The various wood products such as stakes, wedges and blocks are used for the purposes of marking watermains. It is also used to support the watermain components during installation.

I am recommending that the board approves an additional one-year extension with Southtown Supply, Inc. They have proven to be a highly capable and reliable vendor.

The following documents are attached to process the extension of the above referenced contract:

- Blue Authorization Form.
- Three originals of "Erie County Water Authority Contract Extension Form".
- Letter from Southtown Supply, Inc. dated September 10th 2020.
- Copy of page 5 of the current contract with Section 20 "Extension of Price Protection".

Attachments

cc: L.Kowalski
M.Quinn
S.Long
PUWA-982-1801

Southtowns Supply Inc.
190 Lake Avenue
Blasdell, NY 14219
716-822-3150
Fax: 716-822-5113

September 10, 2020

Erie County Water Authority
350 Ellicott Square Building
295 Main Street
Buffalo, NY 14203-2494

Re: Project No. 201800199, Contract No. 18-25-11

To Whom It May Concern:

I am writing in regards to the Extension of Price Protection clause in the above listed contract. Southtown Supply would like to request an extension for the time period listed of equal length for this contract and to keep the pricing the same for that time period.

Please let us know if you will extend the contract by a one year time period. Thank you for your consideration and if you have any questions, please feel free to contact me at 716-583-7761.

Sincerely,

Jonathan Palmer

Jonathan Palmer
President

ERIE COUNTY WATER AUTHORITY CONTRACT EXTENSION FORM

PROJECT NO.:	2018000199	CONTRACT NO.:	18-25-11
JOB NUMBER:		EC NO.:	
OWIP NO.:		ENTERED BY/DATE	jmf 09/14/2020
TITLE:	Furnish and Deliver Various Wood Products to the Erie County Water Authority for One Year from November 1, 2018 to October 31, 2019.		


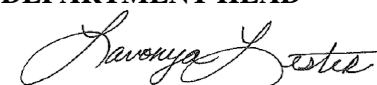

CONTRACTOR: Southtown Supply, Inc.

EXTENSION TERMS ACCORDING TO CONTRACT:
 20. EXTENSION OF PRICE PROTECTION. Any contract entered into pursuant to this bid to supply the ECWA requirements of goods and/or services for a definite period of time as stated in the attached specifications may be extended for not more than two successive periods of equal length at the same bid price upon the mutual agreement of the successful bidder and the ECWA. All extensions shall be submitted in writing and shall have prior approval by the Secretary to the ECWA.

NEW CONTRACT TERM:
 Second one-year extension from November 1, 2020 to October 31, 2021.

COMPENSATION:
 This is a unit price contract; there will be no change in the unit price
 Increase the estimated total amount of the contract by \$26,732.50

>>>> **APPROVED BY:** <<<<<

<p>Contractor: SOUTHTOWN SUPPLY, INC.</p> <p>Signature:</p> <p>Title: _____ Date: _____</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Original Contract Amount</td> <td style="width: 10%;">\$</td> <td style="width: 60%;">26,732.50</td> </tr> <tr> <td>1st One-Year Extension 2019-2020</td> <td>\$</td> <td>26,732.50</td> </tr> <tr> <td>2nd One-Year Extension 2020-2021</td> <td>\$</td> <td>26,732.50</td> </tr> <tr> <td></td> <td>\$</td> <td></td> </tr> <tr> <td>New Contract Amount</td> <td>\$</td> <td>\$80,197.50</td> </tr> </table>	Original Contract Amount	\$	26,732.50	1 st One-Year Extension 2019-2020	\$	26,732.50	2 nd One-Year Extension 2020-2021	\$	26,732.50		\$		New Contract Amount	\$	\$80,197.50	<p style="text-align: center;">ERIE COUNTY WATER AUTHORITY</p> <p>PREPARER  Date: 9/14/2020</p> <p>DEPARTMENT HEAD  Date: 9/14/2020</p> <p>EXECUTIVE ENGINEER  Date: 09/14/2020</p> <p>CHAIRMAN Date:</p>
Original Contract Amount	\$	26,732.50														
1 st One-Year Extension 2019-2020	\$	26,732.50														
2 nd One-Year Extension 2020-2021	\$	26,732.50														
	\$															
New Contract Amount	\$	\$80,197.50														

bid has not been awarded may withdraw his bid by serving written notice upon the Secretary to the Authority of his intention to do so.

18. PRICES CHARGED TO THE ERIE COUNTY WATER AUTHORITY are to be no higher than those offered to any other governmental or commercial consumer. If a bidder has a New York State or a Federal GSA contract for any of the items covered in this bid or any similar items, he shall so indicate that he has said contract on these bid papers and automatically supply a copy of this contract within five days after notification of award.
19. PRICE IS FIRM. The unit prices bid shall remain firm and any other charges bid shall also remain firm for delivery of the equipment, material, work, or services described in this bid. No cost increase shall be charged for any reason whatsoever.
20. EXTENSION OF PRICE PROTECTION. Any contract entered into pursuant to this bid to supply the ECWA requirements of goods and/or services for a definite period of time as stated in the attached specifications may be extended for not more than two successive periods of equal length at the same bid price upon the mutual agreement of the successful bidder and the ECWA. All extensions shall be submitted in writing and shall have prior approval by the Secretary to the ECWA.
21. IN EXECUTING THIS BID, THE BIDDER AFFIRMS that all of the requirements of the specifications are understood and accepted by the bidder, and that the prices quoted include all required materials and services. The undersigned has checked all of the bid figures, and understands that the ECWA will not be responsible for any errors or omissions on the part of the undersigned in preparing this bid. Mistakes or errors in the estimates, calculations or preparation of the bid shall not be grounds for the withdrawal or correction of the bid or bid security. In case of error in extension of prices in the bid, the unit price will govern.
22. ACCOUNTABILITY. The undersigned shall be fully accountable for his or its performance under this bid or any contract or purchase order entered into pursuant to this bid, and agrees that he or its officers will answer under oath all questions relevant to the performance thereof and to any transaction, act or omission done or omitted in connection therewith if called before any Judicial, County or State officer or agency empowered to investigate the contract or his performance.