

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, 2018 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:

Chief Operating Officer *Russell Jolt* Date: 9/25/19
 Chief Financial Officer *David Anderson* Date: 9/25/19
 Director of Administration *Ramona Lester* Date: 9/25/19
 Sr. Distribution Engineer *Samuel Kouabli* Date: 9-25-19

APPROVED AS TO FORM:

Legal *Margaret A. Murphy* Date: 9/25/19

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority *[Signature]* Date: 9/25/19

Remarks: First contract extension.

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



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

September 25, 2019

To: Terrence D. McCracken, Secretary to the Authority

From: Lavonya C. Lester, Director of Administration



Subject: Various Wood Products
ECWA Project No. 201800199

The above referenced ECWA contract will expire on October 31, 2019. The Authority and the Supplier, Southtowns Supply Inc. agree that a one-year extension of the current contract at the same terms and conditions would be mutually beneficial for both parties. The supplier expressed interest in extending the current contract in a letter dated September 19, 2019.

The total cost of the original bid products for the year is: \$26,732.50. These various wood products are used during regular day to day field operations for the purpose of shoring (temporary support) during excavations & repairs of water lines.

This unit price contract was initially bid for one year with two one (1) year extensions to assure that the successful bidder was capable of meeting the needs of the Authority. With the first year of service almost complete, Southtowns Supply Inc., has proven to be a highly capable and reliable vendor.

Based on this information it is recommended that we exercise the first one (1) year extension. By doing so, the Authority maintains a well vetted vendor at the same cost for an additional year.

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 Southtowns Supply Inc. dated September 19, 2019.
- Copy of page 5 of the current contract with Section 20 "Extension of Price Protection".

ERIE COUNTY WATER AUTHORITY CONTRACT EXTENSION FORM

PROJECT NO.:	2018000199	CONTRACT NO.:	
JOB NUMBER:		EC NO.:	
OWIP NO.:		ENTERED BY/DATE	jmf 09/25/2019
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:

First one-year extension from November 1, 2019 to October 31, 2020.

COMPENSATION:

\$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: 60%;">Original Contract Amount</td> <td style="width: 5%;">\$</td> <td style="width: 35%;">26,732.50</td> </tr> <tr> <td>1st One Year Extension 2019-2020</td> <td>\$</td> <td>26,732.50</td> </tr> <tr> <td></td> <td>\$</td> <td></td> </tr> <tr> <td></td> <td>\$</td> <td></td> </tr> <tr> <td>New Contract Amount</td> <td>\$</td> <td>\$53,465.00</td> </tr> </table>	Original Contract Amount	\$	26,732.50	1 st One Year Extension 2019-2020	\$	26,732.50		\$			\$		New Contract Amount	\$	\$53,465.00	<p style="text-align: center;">ERIE COUNTY WATER AUTHORITY</p> <p>PREPARER <i>Kavonya Lester</i> Date: 9/25/19</p> <p>DEPARTMENT HEAD <i>Kavonya Lester</i> Date: 9/25/19</p> <p>EXECUTIVE ENGINEER <i>Russell Stoll</i> Date: 9/25/19</p> <p>CHAIRMAN Date:</p>
Original Contract Amount	\$	26,732.50														
1 st One Year Extension 2019-2020	\$	26,732.50														
	\$															
	\$															
New Contract Amount	\$	\$53,465.00														

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.

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

September 19, 2019

Erie County Water Authority
Terrence D. McCracken, Secretary to the Authority
295 Main Street, Rm 350
Buffalo, NY 14203-2494

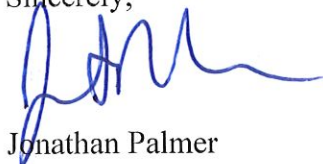
Re: Project No. 201800199 Contract No. 18-25-11

Dear Mr. McCracken:

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
President