

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

Contract: _____ **Project No.:** 201900175

Project Description: 1-inch Domestic Service, 8712 Erie Road, Town of Evans

Item Description:




- | | | | |
|---|--|---|---------------------------------------|
| <input type="checkbox"/> Agreement | <input type="checkbox"/> Professional Service Contract | <input type="checkbox"/> Amendment | <input type="checkbox"/> Change Order |
| <input type="checkbox"/> BCD | <input type="checkbox"/> NYSDOT Agreement | <input type="checkbox"/> Contract Documents | <input type="checkbox"/> Addendum |
| <input type="checkbox"/> Recommendation for Award of Contract | <input type="checkbox"/> Recommendation to Reject Bids | | |
| <input type="checkbox"/> Request for Proposals | | | |
| <input checked="" type="checkbox"/> Other Refund Partial Connection Fee | | | |

Action Requested:

- | | |
|--|--|
| <input type="checkbox"/> Board Authorization to Execute | <input type="checkbox"/> Legal Approval |
| <input type="checkbox"/> Board Authorization to Award | <input type="checkbox"/> Execution by the Chairman |
| <input type="checkbox"/> Board Authorization to Advertise for Bids | <input type="checkbox"/> Execution by the Secretary to the Authority |
| <input type="checkbox"/> Board Authorization to Solicit Request for Proposals | |
| <input type="checkbox"/> Other Board Approval to Refund Partial Connection Fee | |

Approvals Needed:

APPROVED AS TO CONTENT:

- | | | |
|---|--|------------------|
| <input checked="" type="checkbox"/> Sr. Distribution Engineer |  | Date: 9/29/2020 |
| <input type="checkbox"/> Chief Operating Officer | _____ | Date: _____ |
| <input checked="" type="checkbox"/> Executive Engineer |  | Date: 09/29/2020 |
| <input type="checkbox"/> Director of Administration | _____ | Date: _____ |
| <input type="checkbox"/> Risk Manager | _____ | Date: _____ |
| <input checked="" type="checkbox"/> Chief Financial Officer |  | Date: 09/29/2020 |
| <input type="checkbox"/> Legal | _____ | Date: _____ |

APPROVED FOR BOARD RESOLUTION:

- | | | |
|--|--|----------------|
| <input checked="" type="checkbox"/> Secretary to the Authority |  | Date: 09/29/20 |
|--|--|----------------|

Remarks: Applied for a 2-inch domestic service, but switched to a 1-inch domestic service.

Resolution Date: _____

Item No: _____



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

September 25, 2020

To: Terrence D. McCracken, Secretary to the Authority

From: Michael J. Quinn, Senior Distribution Engineer

A handwritten signature in dark ink, appearing to read "MJQ", is written over the name "Michael J. Quinn".

Subject: New Service Refund
8712 Erie Road, Evans
ECWA Project No. 201900175

The following material is attached:

- Blue Authorization Form indicating the requested Board action and approvals needed.
- Copy of New Service Refund Form.

Hogg Builders applied and paid for a 2-inch diameter domestic service connection for 8712 Erie Road. The amount paid was \$2,400.00. When the service was connected it was determined that a 1-inch service was required. The current fee for a 1-inch service is \$2,000.00, therefore a refund in the amount of \$400 is requested.

MJQ:AEK:jmf

cc: K.Prendergast

L.Kowalski

L.Lester

J.Tomaka

S.D'Amico

EVTN-265-1901

ERIE COUNTY WATER AUTHORITY

NEW SERVICE REFUNDS

DATE: 9/18/20

TO: BUSINESS OFFICE MANAGER Steve D'Amico
ACCOUNTING DEPARTMENT Joyce Tomaka

FROM: CUSTOMER SERVICE Amy E. Kirst

SUBJECT: REFUND CONNECTION FEE 400.00
OTHER _____

TO: APPLICANT MAILING ADDRESS:

NAME: Hogg Builders, Inc.
STREET: 8930 Erie Rd.
TOWN: Angola, NY ZIP: 14006

FOR: SERVICE ADDRESS DATE OF APPLICATION 9/19/19
BLDG. NUMBER _____ SVC. INST. NO. 345000202
LOT NUMBER _____ RECEIPT NO. 874443
STREET 8712 Erie Rd. WORK ORDER CONN. LIST NO. 2019-40
TOWN Evans SIZE OF CONNECTION 1"
DATE OF RECEIPT 9/19/19

EXPLANATION:

Hogg Builders paid \$2400.00 for a 2" service but installed a 1" line. They are requesting \$400.00 refund.

	<u>DATE</u>	<u>REFUND</u>
PREPARED BY: <u>Amy E. Kirst</u>	<u>9/18/20</u>	AMOUNT _____
AUTHORIZED BY: _____	_____	DATE _____
		CHECK NO. _____
		ITEM NO. _____
		ITEM DATE _____
		PREPARED BY _____

CC: Accounting
Files