

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

Contract:	Project No.:
Project Description: Conversion of One Line Truck #061 to Flat Bed Truck #027	
2020 CAPITAL BUDGET AMENDMENT (SEE ATTACHED)	

Item Description:	
<input type="checkbox"/> Agreement	<input type="checkbox"/> Professional Service Contract
<input type="checkbox"/> BCD	<input type="checkbox"/> NYSDOT Agreement
<input type="checkbox"/> Recommendation for Award of Contract	<input type="checkbox"/> Recommendation to Reject Bids
<input type="checkbox"/> Request for Proposals	
<input type="checkbox"/> Other	

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 checked="" type="checkbox"/> Other	Board Authorization to add Capital Line to Unit 1090

Approvals Needed:	
APPROVED AS TO CONTENT:	
<input type="checkbox"/> Other (if Applicable)	Date:
<input checked="" type="checkbox"/> Chief Operating Officer	Date: 2-7-20
<input checked="" type="checkbox"/> Executive Engineer	Date: 2-7-2020
<input checked="" type="checkbox"/> Director of Administration	Date: 2/6/2020
<input type="checkbox"/> Risk Manager	Date:
<input checked="" type="checkbox"/> Chief Financial Officer	Date: 2/14/2020
<input type="checkbox"/> Legal	Date:
APPROVED FOR BOARD RESOLUTION:	
<input checked="" type="checkbox"/> Secretary to the Authority	Date: 2/19/20

Remarks:
K:\Vehicles Misc Documents\2020-02-06 Authorization Form line truck #61 conversion to flat bed #27.docx

Resolution Date:	Item No:
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ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

Date: February 6, 2020

TO: Terrence McCracken – Secretary to the Authority

FROM: Stan Jemiolo – Administrative Assistant 

SUBJECT: Add capital line to unit 1090 - Conversion of old Line Truck 061 to Flat Bed 027

In 2019, ECWA replaced vehicle #V061 as part of our normal vehicle replacement schedule. Vehicle #061 is a 2009 International line truck with 62,133 miles. In an attempt, to auction the vehicle with an asking price of \$11,000, we only obtained one bid for \$3790. We rejected the bid and we are now looking to convert the vehicle into a Flat bed as this would be more cost effective for the Authority. The cost to purchase a new flatbed would be close to \$100,000. Converting this vehicle would cost approximately \$15,000 and it would eliminate us from having to purchase a new flat bed in 2021. This process would not require new funding. We received exceptional bids on our 2020 Meter Shop full size vans that will have fund balances after purchases are completed. I would propose to transfer funds from 3 Meter Shop vehicle capital lines to fund the conversion of V061.

We are requesting approval to amend the capital line budget adding a new line in unit 1090 to purchase and install a flat bed body onto the old truck V061. We are also requesting a transfer of funds from capital lines 101446, 101447, 101448 of \$6000.00 each to the new capital line V027.

Stan J

Budget Transfer Authorization

Budget Transfer No: _____

Date: 2/7/20

Transfer From:

Unit	Dept	Exp/Capital No.	Description	Amount
1090		101446	Vehicle 112	\$6000.
1090		101447	Vehicle 113	\$6000.
1090		101448	Vehicle 114	\$6000.00

Transfer To:

Unit	Dept	Exp/Capital No.	Description	Amount
1090			Vehicle 027	18,000.

Statement as to Necessity of Budget Transfer:

Fund converted 2 V061 TO Flatbed TRUCK, AN addition TO 2020
CAPITAL Budget 1090.

Required Approvals*:

Unit Head:

Dept. Head:

Budget/Financial Analyst:

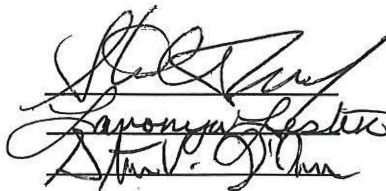
Executive Engineer:

Comptroller:

Deputy Director: C.F.D.

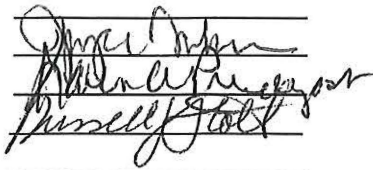
Executive Director:

Board Resolution Date:


Stephen J. D'Amico

2/6/20

2/6/2020


Russell J. Galt

* 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

Revised 9/17/2008