

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

Contract: _____ Project No.: _____
Project Description: 2019 Capital Budget Amendment

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 _____

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:

- ☐ Other (if Applicable) _____ Date: _____
☒ Chief Operating Officer [Signature] Date: 1-20-2020
☒ Executive Engineer [Signature] Date: 1-20-2020
☐ Director of Administration _____ Date: _____
☐ Risk Manager _____ Date: _____
☒ Chief Financial Officer [Signature] Date: 1/21/20
☐ Legal _____ Date: _____

APPROVED FOR BOARD RESOLUTION:

- ☒ Secretary to the Authority [Signature] Date: 1/21/20

Remarks: _____

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Resolution Date: _____ Item No: _____

Budget Transfer Authorization

Budget Transfer No: _____

Date: 1-20-2020

Transfer From:

| Unit | Dept | Exp/Capital No. | Description | Amount |
|------|---------------|-----------------|-------------|-----------|
| 2595 | Eng/ Const | 101267 | W-027 | \$160,000 |
| | | | | |
| | | | | |

Transfer To:

| Unit | Dept | Exp/Capital No. | Description | Amount |
|------|---------------|-----------------|-------------|-----------|
| 2590 | Eng/ Const | 101350 | WSA-013 | \$160,000 |
| | | | | |
| | | | | |

Statement as to Necessity of Budget Transfer:

Excess funds from Unit 2595 are being used to
fund a budget short fall in Unit 2590.

Required Approvals*:

Unit Head:
 Dept. Head:
 Budget/Financial Analyst:
 Executive Engineer:
 Comptroller:
 Deputy Director:/CFD
 Executive Director:
 Board Resolution Date:

[Signature] 1-20-2020
[Signature] 1-20-2020
[Signature] 1-20-2020
[Signature] 1-20-2020

* 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