



**ERIE COUNTY WATER AUTHORITY**  
**INTEROFFICE MEMORANDUM**

April 5, 2019

To: Terrence D. McCracken, Secretary to the Authority

From: Paul Miklos, Production Technician *PM*

Subject: Formal Contract Extension for  
Machining and Fabrication Services  
for the Repair of Various ECWA Equipment  
from August 1, 2017 through July 31, 2018  
ECWA Project No. 201700071

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The above referenced contract first extension term is due to expire within the next six months. I am reaching out to you to see if the Authority would be interested in extending this contract for the second one-year term or would it be preferred that the Authority re-advertized for bids.

The contractor, Frederick Machine & Manufacturing, Inc. has performed their respective duties per contract terms and has proven to be an asset in supporting the needs of the Authority.

It is my recommendation that the following contracts be extended again for the terms and conditions as stated per contract.

I have also attached the supporting contract page that states the terms and conditions of two possible contract extensions.

DPM:jmf  
Attachments  
cc: R.Stoll  
D.Patton  
ECWA-543-1701-I-186

7. Any subcontracted work must have prior approval by the Authority.

## 1.05 QUALITY ASSURANCE

### A. General

1. The Authority shall be allowed on-site at any time for inspection of the work.
2. All parts shall be fabricated to within 0.005" of requested dimensions.
3. If the Authority is not satisfied with the work quality and progress, it shall have the right to terminate this Contract at any time upon seven (7) days written notice.

## PART 2 - PAYMENT

### 2.01 MEASUREMENT AND PAYMENT

#### A. General

1. Payment shall be at the hourly rates stipulated in the Contract.
2. The hourly rate shall include an amount, considered by the Contractor, adequate to cover the Contractor's labor, tools, equipment, and overhead and profit.
3. Overhead and profit can be charged on materials only at a rate not to exceed 10%. The Contractor shall provide copies of material invoices with the bills for the specified project.
4. An additional amount may be charged to the hourly rate to cover subcontracted work at a rate not to exceed 10% for any preapproved work.

### 2.02 CONTRACT DURATION

If the Erie County Water Authority and CONTRACTOR mutually agree to continue this Contract after the 31<sup>st</sup> day of July 2018, it shall be extended for not more than two 1-year terms on the same terms and conditions provided for herein. CONTRACTOR shall provide written notification to the Erie County Water Authority of the contract extension prior to the expiration of the initial term of this Contract.

April 4, 2019

Erie County Water Authority  
3030 Union Rd.  
Cheektowaga, NY 14224-1097

Re: Contract No. 17-09-06

To Whom it May Concern:

Our current contract expires on 7/31/19. We wish to extend current pricing for (1) one additional year should E.C.W.A. choose to continue and use our services.

Sincerely,



Jennifer Frederick-Kelly  
President



MACHINE & MANUFACTURING

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