

Staff Operations Item 1



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

September 9, 2024

To: Jerome D. Schad, Chair
Peggy A. LaGree, Vice Chair
Michele M. Iannello, Treasurer

From: Leonard F. Kowalski, PE, Executive Engineer *LFK*

Subject: Emergency Declaration
Van de Water WTP Bulk Caustic Soda Storage Tank Cleaning
PN 202400176

On July 29, 2024, Declaration of State of Emergency was issued for caustic soda bulk storage cleaning at Van de Water Water Treatment Plant. Bulk storage tank for caustic soda needs to be inspected by NYS DEC every 5 years. During cleaning of the existing 10,000-gallon tank, unforeseen issues were encountered. The observed conditions have significantly delayed the required inspection and time originally planned for the outage of the tank, which necessitated contracting out the tank cleaning and disposal of the material remaining in the tank. The work was performed by Environmental Service Group (ESG) as an emergency service in addition to purchasing additional totes of caustic soda for continued water treatment, as required.

This Declaration of the State of Emergency is reported to the Board of Commissioners according to ECWA Procurement Policy adopted and approved on April 29, 2024 (Article 10, Emergency Purchases).

LFK:jmf
Attachment

Central Purchasing Declaration of State of Emergency

Work Order No.: _____

OWIP No.: _____

Project No.: 202400176

Date of Emergency: 07/29/2024

Detailed Description of Emergency Condition: Van de Water WTP

During operations of cleaning out the existing 10,000 gallon bulk caustic storage tank, for the required 5-yr NYS DEC inspection, unforeseen issues were encountered. The observed conditions have significantly delayed the required inspection and time originally planned for the outage of the tank. Accordingly, it is now necessary to contract out the tank cleaning and disposal of the material remaining in the tank, as an emergency service to be provided by the Environmental Service Group (ESG), in addition to purchasing additional totes of caustic soda immediately for continued treatment as required.

Authorized Signature: Pursuant to the Purchasing Policy (Article 10) A declaration may be approved by any **two (2) of the following individuals:** Commissioners, Division Heads, Executive Engineer, or Director of Administration.

Documentation and justification of a Declaration of Emergency shall be provided to the Procurement Officer prior to any purchase under such Declaration.

 8/1/2024
 08/01/2024

To: Purchasing System File