



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

March 20, 2024

TO: Terrence D. McCracken, Secretary to the Authority

FROM: John M. Catanzaro, Director of Operations *JmC*

SUBJECT: Board Authorization for Hydrant/Valve Replacements

Please be advised that Authority personnel have recently replaced various hydrants and valves that were obsolete, defective or unrepairable. These hydrants and valves are located within the Direct Service areas of the Erie County Water Authority Service Area.

Since the hydrants and valves are assets of the Authority, the old hydrant or valve must be removed from our inventory. This is referred to as “retired”. The new hydrant or valve then replaces the retired asset. The make, size, model and cost of the new hydrant or valve is then included as a current asset.

The action to retire an old hydrant or valve and to replace it with a new hydrant or valve requires authorization from the Board. As such please find the following:

- Blue Authorization form for Board Resolution for hydrant and valve replacements.
- Construction Authorization forms for the subject hydrant or valve that was replaced; along with a pink “Property Removed from Service” form for each hydrant and valve. These two documents identify all the pertinent data including the cost of the new asset.

Please advise if you require additional information.

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

Contract: _____	Project No.: _____
Project Description: <u>HYDRANT AND VALVE REPLACEMENTS</u>	

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 <u>EC'S</u>			

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 <u>BOARD RESOLUTION</u>	

Approvals Needed:

APPROVED AS TO CONTENT:

<input checked="" type="checkbox"/> Director of Operations	<u>John M Catanzaro</u>	Date: <u>4/24/24</u>
<input type="checkbox"/> Chief Operating Officer	_____	Date: _____
<input checked="" type="checkbox"/> Executive Engineer	<u>Leonard F. Kovalski</u>	Date: <u>5/13/2024</u>
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input type="checkbox"/> Chief Financial Officer	_____	Date: _____
<input type="checkbox"/> Legal	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority	<u>[Signature]</u>	Date: <u>5/13/2024</u>
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Remarks: _____

Resolution Date: _____	Item No: _____
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FOR RECORD PURPOSES ONLY; WORK DONE
WHEN NECESSARY FOR MAINTENANCE PURPOSES

**ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION**

Project No. 202200094
Budget No. 200909

Authorization No.: EC 7238, R220010
Date: 2/23/2022
Inputted By/Date: nfn:3/20/2024

2/23/2022 Estimate Starting Date
2/23/2022 Estimate Complete Date
 yes no Retirement Involved
 Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____

TITLE OF PROJECT: Replaced existing 6" valve at Pine Ridge Rd. and Wildy Ave., Town of Cheektowaga

Name of Grantor of Easement _____
Date of Easement _____

DETAILED DESCRIPTION AND PURPOSE:
Valve originally installed in 1905 under OCP 33, was scrapped, retired under #R220010 and replaced with a 6" resilient seat valve under EC 7238. Old 6" gate valve was obsolete and unrepairable. Work done by ECWA Forces at ECWA expense.

CLASS OF MAIN INSTALLATION:

System Betterment

Bldr/Cont/Dev. Agree.

Owner Occupant Cont.

Special Revenue Cont.

ESTIMATE COST

(1) Total Est. Cost \$ 11,693.84
(2) _____ Meters and Service @ _____ \$ _____
(3) Removal Cost Less Salvage \$ _____
(4) Gross Investment \$ _____

DEDUCT

(5) Const. Advance \$ _____
(6) Service Conn. \$ _____
(7) Refunds \$ _____
(8) Net Auth. Invest. \$ _____

BUDGETARY DATA

(9) Tot. Budget Expnd. \$ _____
(10) This Authorization \$ _____
(11) Pre Approved \$ _____
(12) Tot. Apvl. To Date \$ _____
(13) Bal. Budget Expnd. \$ _____

RATIFICATION

APPROVALS

Preparation S. Spier
Director of Oper. [Signature]
Exec. Engr. [Signature] - 4-22-2024
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

RESOLUTION APPROVING

Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	nfn:3/20/2024	Project No.:	202200094
G.L. No.	186.000		
Pri. No.		Location:	CHTN
Auth No.		(Town)	Date: 2/23/2022
Date Installed:	1905	Public St.	(X)
Under Auth. No.:	OCP 33	or	
Date Removed:	2/23/2022	Private-Right-of-Way	()
Replaced Under:	EC 7238	Disp.	1. Book Value
	(EC#, OWIP, BI#)	Code:	2. Cost of Removal
			3. Salvage (Trade-in)

Complete description of unit retired: (Record numbers if possible)

1-6" Gate Valve

Department Head

FOR ACCOUNTING DEPT. USE ONLY. DO NOT WRITE BELOW THIS LINE.

Item Retired			Disp. Code	Qty	Unit Used	Book Cost		Cost to Remove	Salvage, Trade-in Realized
CPR	Page	& Line				Per unit	Total		

General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr)	186.000			
JE 32 (Cr)	101.000	XXXXXXXXXX	XXXXXX	
JE 33 (Dr)	108.00	XXXXXXXXXXXX		
JE 33 (Cr)	186.00			

FOR RECORD PURPOSES ONLY; WORK DONE
WHEN NECESSARY FOR MAINTENANCE PURPOSES

**ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION**

Project No. 202200306
Budget No. 220906

Authorization No.: EC 7400, R240009
Date: 11/22/2022
Inputted By/Date: nfn:3/20/2024

11/22/2022 Estimate Starting Date
11/22/2022 Estimate Complete Date
 yes no Retirement Involved
 Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____
Name of Grantor of Easement _____

TITLE OF PROJECT: Replaced existing 5'
hydrant at 213 Roland Ave., City of Lackawanna

_____ Date of Easement
CLASS OF MAIN INSTALLATION:
_____ System Betterment
_____ Bldr/Cont/Dev. Agreee.
_____ Owner Occupant Cont.
_____ Special Revenue Cont.

DETAILED DESCRIPTION AND PURPOSE:
Hydrant originally installed in 2020 under
Project #202000058, was scrapped, retired under
#R240009 and replaced with a 5' Kennedy K81
hydrant under EC 7400. Old 5' Kennedy hydrant
was unrepairable. Work done by ECWA Forces at
ECWA expense.

ESTIMATE COST

(1) Total Est. Cost \$ 9,955.45
(2) _____ Meters and \$ _____
Service @ _____
(3) Removal Cost Less Salvage \$ _____
(4) Gross Investment \$ _____

DEDUCT

(5) Const. Advance \$ _____
(6) Service Conn. \$ _____
(7) Refunds \$ _____
(8) Net Auth. Invest. \$ _____

BUDGETARY DATA

(9) Tot. Budget Expnd. \$ _____
(10) This Authorization \$ _____
(11) Pre Approved \$ _____
(12) Tot. Apvl. To Date \$ _____
(13) Bal. Budget Expnd. \$ _____

RATIFICATION

APPROVALS

Preparation S.Spier
Director of Oper. [Signature]
Exec. Engr. [Signature]
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

RESOLUTION APPROVING

Adopted _____
Item No. _____

ERIE COUNTY WATER AUTHORITY
Property Removed From Service

Inputted By/Date	nfn:3/20/2024	Project No.:	202200306
G.L. No.	186.000		
Pri. No.		Location:	LACY
Auth No.			Date: 11/22/2022
Date Installed:	2020	(Town)	Public St. (X)
Under Auth. No.:	Project #202000058		or
Date Removed:	11/22/2022		Private-Right-of-Way ()
Replaced Under:	EC 7400	Disp.	1. Book Value
	(EC#, OWIP, BI#)	Code:	2. Cost of Removal
			3. Salvage (Trade-in)

Complete description of unit retired: (Record numbers if possible)

1-5' Kennedy Hydrant

Department Head

FOR ACCOUNTING DEPT. USE ONLY. DO NOT WRITE BELOW THIS LINE.

Item Retired			Disp. Code	Qty	Unit Used	Book Cost		Cost to Remove	Salvage, Trade-in Realized
CPR	Page	& Line				Per unit	Total		

	General Ledger #	Primary Number	RWIP Auth. #	Disp. Code	Amount
JE 32 (Dr)	186.000				
JE 32 (Cr)	101.000		XXXXXXXXXX	XXXXXX	
JE 33 (Dr)	108.00	XXXXXXXXXXXX			
JE 33 (Cr)	186.00				

FOR RECORD PURPOSES ONLY; WORK DONE
WHEN NECESSARY FOR MAINTENANCE PURPOSES

**ERIE COUNTY WATER AUTHORITY
CONSTRUCTION AUTHORIZATION**

Project No. 202300086
Budget No. 220906

Authorization No.: EC 7401, R240010
Date: 12/14/2022
Inputted By/Date: nfn:3/20/2024

12/14/2022 Estimate Starting Date
12/14/2022 Estimate Complete Date
 yes no Retirement Involved
 Public Street
Private Right of Way
On Authority's Prop
Tax Districts _____

TITLE OF PROJECT: Replaced existing 5' hydrant at 714 Ridge Rd., City of Lackawanna

Name of Grantor of Easement _____
Date of Easement _____

DETAILED DESCRIPTION AND PURPOSE:
Hydrant originally installed in 1913 under OCP 3126, was scrapped, retired under #R240010 and replaced with a 5' Kennedy K81 hydrant under EC 7401. Old 5' Kennedy Standard hydrant was obsolete and unrepairable. Work done by ECWA Forces at ECWA expense.

CLASS OF MAIN INSTALLATION:
System Betterment
Bldr/Cont/Dev. Agree.
Owner Occupant Cont.
Special Revenue Cont.

ESTIMATE COST

(1) Total Est. Cost	\$ <u>6,832.93</u>
(2) _____ Meters and Service @ _____	\$ _____
(3) Removal Cost Less Salvage	\$ _____
(4) Gross Investment	\$ _____

DEDUCT

(5) Const. Advance	\$ _____
(6) Service Conn.	\$ _____
(7) Refunds	\$ _____
(8) Net Auth. Invest.	\$ _____

BUDGETARY DATA

(9) Tot. Budget Expnd.	\$ _____
(10) This Authorization	\$ _____
(11) Pre Approved	\$ _____
(12) Tot. Apvl. To Date	\$ _____
(13) Bal. Budget Expnd.	\$ _____

RATIFICATION

APPROVALS

Preparation S. Spier
Director of Oper. John M. Catapano
Exec. Engr. J.F. Kaulth - 4-22-2024
Admn. Director _____
Legal Dept. _____
Acct. Dept. _____

RESOLUTION APPROVING

Adopted _____
Item No. _____

