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

Contract: __________________________ Project No.: __________________________
Project Description: Creation of One Position of Stores Clerk (55A)

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 Creation of one position of Stores Clerk (55A)

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 Creation of one position of Stores Clerk (55A)

Approvals Needed:
APPROVED AS TO CONTENT:
☒ Department Head __________________________ Date: ____________
☐ Risk Manager __________________________ Date: ____________
☐ Director of Administration __________________________ Date: ____________
☐ Executive Engineer __________________________ Date: ____________

APPROVED AS TO FORM:
☐ Legal __________________________ Date: ____________

APPROVED FOR BOARD RESOLUTION:
☒ Secretary to the Authority __________________________ Date: 4/1/98

Remarks: ____________________________________________________________

Resolution Date: ____________ Item No: ____________