

**ITEM 11 - APPROVAL OF AMENDMENT NO. 4 OF EMA, INC. FOR MANAGEMENT AND OPERATIONS ENHANCEMENTS, ASSISTANCE IN OPTIMIZING OPERATIONS AND MAINTENANCE, IDENTIFIED AS CONTRACT NO. EMA-003, PROJECT NO. 201400160 IN THE AMOUNT NOT TO EXCEED \$74,280.00**

Motion by                      seconded by

**WHEREAS**, Heretofore and on the 4<sup>th</sup> day of September, 2014, the Erie County Water Authority ("Authority") entered into a Professional Services Contract with EMA, Inc. to provide the Authority with services identified as Management and Operations Enhancements, Assistance in Optimizing Operations and Maintenance; and

**WHEREAS**, Said consultant has submitted Amendment No. 4 to increase the contract by a not to exceed amount of \$74,280; and

**WHEREAS**, The reason for the change is as follows:

EMA's original scope of services included Periodic Sites visits and Test Witnessing during system cutover and testing associated with the new Distribution SCADA System. This level of effort was based on EMA staff participating in cutover and testing activities at approximately 12 sites, with ECWA staff handling the bulk of the activities for the remaining 46 sites. ECWA has requested that EMA provide additional cutover and testing support along with assisting with the transition of operators over to the new system. These activities represent additional scope, and they are requesting a change order for the work. said change is to complete services for enhancements through 2017; and

**WHEREAS**, Michael Haendiges, Production Engineer recommends approval of said Amendment No. 4;

**NOW, THEREFORE, BE IT RESOLVED:**

That Amendment No. 4 of EMA, Inc. to increase the contract by a not to exceed amount of \$74,280 be approved; and be it further

**RESOLVED:** That the Chairman is hereby authorized to execute said Amendment No. 4 on behalf of the Authority.

Ayes:  
Noes:

06/14/18-pjf



# ERIE COUNTY WATER AUTHORITY

## INTEROFFICE MEMORANDUM

June 6, 2018

To: Terrence D. McCracken, Secretary to the Authority

From: Michael T. Haendiges, Production Engineer

Subject: Contract EMA-003A  
Distribution SCADA Replacement  
ECWA Project No. 201400160

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Attached is Amendment No. 4 to the Professional Services Contract with EMA, Inc. for time extension and cost reduction due to scope change for the above referenced project.

The following documents are attached:

- Blue Authorization Form - this form provides the project name and project number, the action that is being requested of the Board, and it provides a list of approvals that are required prior to being acted on by the Board.
- Three copies of the Amendment signed by the Consulting Engineer and the Production Engineer.
- Supporting EMA Inc. documentation that includes: Progress Billing No. 44, EMA Memo May 31, 2018, EMA Change Order Request – Additional System Testing and Witnessing

Amendment description:

- Amendment No. 4 is a change order request for EMA to provide personnel to witness and document the pumping station and tank cutovers to the new SCADA system for the remaining sites in the project. EMA's original scope was for participation in cutover of twelve of fifty eight sites. ECWA requested that they continue to perform this service for the duration of the project. This will ensure that their design intent and specifications are met. ECWA does not have the resources to perform this service on a full time basis for the duration of the project that is scheduled to be completed in December 2018.

MTH\*lmb

Attachments

cc: R.Stoll

L.Kowalski

CONT-EMA-003-A-1401-I-186-B

**ERIE COUNTY WATER AUTHORITY  
PROFESSIONAL SERVICES CONTRACT  
AMENDMENT No. 4**

Project No.	201400160	Contract No.	EMA-003A
Job No.		EC No.	
OWIP No.		Entered by/Date	
Title:	<b>SCADA System Implementation -SCADA System Test Witnessing</b>		

Consultant: EMA, Inc.

Description of Change to Contract:

1. Increase the contract amount by a not to exceed amount of \$74,280. This will change the current contract amount from \$3,652,798 to \$3,727,078.

The work is proposed to be performed on a Time and Materials basis and not to exceed \$74,280. Our estimated costs for providing additional support services is based on Gary Scheerer and Aaron Grabowska's rates as follows:

130 hours * \$150/hour	=	\$ 19,500 (Gary Scheerer)
390 hours * \$102/hour	=	\$ 39,780 (Aaron Grabowska)
Expenses*	=	\$ 15,000
<b>TOTAL</b>		<b>\$ 74,280</b>

\*Assuming 8 trips onsite for Gary Scheerer and Aaron Grabowska temporarily relocating to Buffalo.

Reason for Change:

1. EMA's original scope of services included Periodic Sites visits and Test Witnessing during system cutover and testing associated with the new Distribution SCADA System. This level of effort was based on EMA staff participating in cutover and testing activities at approximately 12 sites, with ECWA staff handling the bulk of the activities for the remaining 46 sites.

ECWA has requested that EMA provide additional cutover and testing support along with assisting with the transition of operators over to the new system. These activities represent additional scope, and they are requesting a change order for the work.

Compensation:  
\$74,280 Not to exceed

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WAN Design	A#1	\$219,880
Interim IT Director	A#2	\$299,616
WAN Construction	A#3	\$188,390
Current Adjusted EMA Contract Amount		\$3,652,798
SCADA System Test Witnessing	A#4	\$74,280
New Contract Amount		<b>\$3,727,078</b>

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**APPROVED BY:**

EMA, Inc.

ERIE COUNTY WATER AUTHORITY

\_\_\_\_\_  
 Dean Foote Date  
 Practice Group Manager

\_\_\_\_\_  
 Michael Haendiges Date  
 Production Engineer

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 Jerome Schad Date  
 Chairman