

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

Contract: _____ **Project No.:** 201900022
Project Description: Pavement Resurfacing with Drainage Repairs and ADA Compliance on NY 324 (SH 9216) Sheridan Dr, Town of Clarence, Erie County, PIN 5813.52

Item Description:

Agreement Professional Service Contract Amendment Change Order
 BCD NYSDOT Agreement HC140 Contract Documents Addendum
 Recommendation for Award of Contract Recommendation to Reject Bids
 Request for Proposals
 Other _____

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 _____

Approvals Needed:

APPROVED AS TO CONTENT:

Department Head *Joseph J. Donohue* Date: 2-15-19
 Risk Manager _____ Date: _____
 Director of Administration _____ Date: _____
 Executive Engineer *Russell J. Stet* Date: 2/25/19

APPROVED AS TO FORM:

Legal *Margaret L. Murphy* Date: 2/27/19

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority *[Signature]* Date: 2/26/19

Remarks: Adjustment of ECWA facilities (water box elevations) under contract item.

Resolution Date: _____ **Item No:** _____



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

February 26, 2019

TO: Terrence McCracken, Secretary to the Authority
Jacqueline Mattina, Deputy Associate Attorney

FROM: Steven W. Denzler, P.E., LEED BD&C *SWD*

SUBJECT: Pavement Resurfacing with Drainage Repairs
And ADA Compliance Requirements on NY 324
(SH 9216) Sheridan Drive, a Length of 2.65 Miles
Town of Clarence, Erie County
PIN 5813.52
ECWA File No.: HWNY-807-1901
ECWA Proj. No.: 201900022

The attached referenced documents are prepared by the New York State Department of Transportation (NYSDOT) because they will be performing roadway improvements that will impact ECWA facilities. NYSDOT will be adjusting water box elevations as a part of this project. The NYSDOT will do the identified adjustments to ECWA facilities at no cost to the Authority. The HC 140 and Certified Resolution will confirm the process.

Attached are four (4) copies of the NYSDOT HC 140 form for the above project. A Certified Resolution (4 copies) by the Board and signature of the appropriate Authority Official are required. Four (4) copies of the HC-140 and Certified Resolution are to be returned with original signatures and seals affixed to the NYSDOT per the cover letter. The NYSDOT is requesting return of the documents by March 20, 2019.

The HC 140 references two items that must be included in the ECWA Board Resolution:

“Granting the State of New York authority to perform the adjustment for the owner” and “agreeing to maintain facilities adjusted via State-let contract.”

(The specific reference is identified in Section VI of the HC140, page 4 of 4.)

If there are any questions, please contact me.

SWD: med



Department of Transportation

ANDREW M. CUOMO
Governor

PAUL A. KARAS
Acting Commissioner

FRANK P. CIRILLO, SR/WA
Regional Director

February 12, 2019

Russell J. Stoll, P.E., Executive Engineer
Erie County Water Authority (ECWA)
3030 Union Road
Cheektowaga, NY 14227

**RE: PAVEMENT RESURFACING WITH DRAINAGE REPAIRS
AND ADA COMPLIANCE REQUIREMENTS ON NY 324
(SH 9216) SHERIDAN DRIVE, A LENGTH OF 2.65 MILES
TOWN OF CLARENCE, ERIE COUNTY
PIN: 5813.52**

Dear Mr. Stoll:

Enclosed is an electronic copy of the proposed contract plans for the above-referenced project. The Erie County Water Authority (ECWA) has existing facilities on both sides of NY 324 (Sheridan Drive). The ECWA's involvement in this project consists of adjustment of water box elevations. The details of the adjustment are shown on the Project Plans included with this letter.

Also enclosed are four (4) sets of documents which include the Utility Work Agreement (HC-140) and the Special Note. Each of the four (4) HC-140 forms must be duly executed by an authorized representative of the ECWA.

Work included in the State's contract and performed by the State contractor will be done at no expense to the ECWA. No further action related to this work is required at this time.

The agreement requires four (4) copies of a Certified Resolution by your governing body as stated in Section VI – References, of the Utility Work Agreement (HC-140). Each copy must be signed and have a seal affixed to it.

Enclosed is an example of a Certified Resolution granting the State of New York authority to perform the facility adjustments, agreeing to maintain facilities, and authorizing a municipal official to enter agreements with the State of New York.


Please return four (4) original sets of the signed Agreements, Special Note, and Certified Resolution to Mr. Ronald Rolling, Regional Utilities Engineer, at 100 Seneca Street, Buffalo, NY 14203 by **March 20, 2019**. One (1) copy of the fully executed agreement will be returned to you for your records.

Any questions regarding work to be done may be directed to Mr. Robert Schaller, Design Job Manager, at (716) 847-3043 or via e-mail at Robert.Schaller@dot.ny.gov. Questions regarding these forms can be directed to Mr. Ronald Rolling, Regional Utilities Engineer, at (716) 847-3954 or via e-mail at Ronald.Rolling@dot.ny.gov.

Russell J. Stoll, P.E., Executive Engineer
PIN: 5813.52
February 12, 2019
Page 2 of 2

Sincerely,

William P. Zimmerman, P.E.
Engineering Support Unit Manager

By: 
Ronald W. Rolling, P.E.
Regional Utilities Engineer

WPZ/RWR/EJC/ME/htd

Enclosures: Project Plans, Utility Work Agreement (HC-140), Special Note, and Certified Resolution sample

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
UTILITY WORK AGREEMENT**

Since the construction, reconstruction, or maintenance of the transportation project described below, identified as:

Project Identification No.: 5813.52	F.A. Project No.:
ROW Declaration No.:	Map Nos.:
Parcel Nos.:	County of: Erie
Contract No.:	

Project Description: Pavement Resurfacing with Drainage Repairs
and ADA Compliance Requirements on N.Y. 324
(S.H. 9216) Sheridan Drive, a length of 2.65 Miles
The Town of Clarence, Erie County

necessitates the adjustment of utility facilities as hereinafter described, the owner, **Erie County Water Authority (ECWA)**, of said facilities herewith agrees with the State of New York acting through the Commissioner of Transportation that this agreement shall apply to the accommodation of these utility facilities. Any adjustment of said facilities will be accomplished under the terms of this agreement, in accordance with the Rules and Regulations Governing the Accommodation of Utilities within the State Highway Right-of-Way, in compliance with the attached Special Note "Coordination with the Utility Schedule, and in accordance with the contract plans, specifications, proposal, amendment(s) or change order(s).

I. **Existing Facilities** (describe type, size, capacity, location, etc.)

ECWA has existing facilities on both sides of NY324 (Sheridan Drive).

Facilities presently located on **New York State Right-of-Way**, as shown on the plans for the proposed transportation project, are to be adjusted as follows: (describe type, size, capacity, location, etc.)

Work to be done per contract documents.:

adjustment of water box elevations.

for an estimated \$ N/A

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
UTILITY WORK AGREEMENT**

II. Financial Responsibility (check appropriate boxes):

- () The facilities to be adjusted under the terms of this agreement are subject to Section 52 of the State Highway Law, and the cost of this adjustment is the sole responsibility of the owner.
- X Subdivision 24 of Section 10 of the State Highway Law enables the Commissioner of Transportation to provide at the expense of the State, for adjustment to a municipally owned utility when such work is necessary because of State highway work. (Municipal Agreement if required.)
- () Subdivision 24-b of Section 10 of the State Highway Law enables the Commissioner of Transportation to participate in the necessary expenses incurred for adjustment of privately, publicly or cooperatively owned facilities, municipal utility facilities, or facilities of a corporation organized pursuant to the State Transportation Corporations Law. (Privately Owned Property Agreement or Reimbursement Agreement required.)
- () Subdivision 27 of Section 10 of the State Highway Law enables the Commissioner of Transportation, upon the request of a municipality, to perform for and at the expense of such municipality specified work to be included within a State-let contract. (Betterment Resolution required.)
- () Subdivision 33 of Section 10 of the State Highway Law enables the Commissioner of Transportation, upon the request of a public utility corporation, to perform for and at the expense of such public utility corporation specified work to be included within a State-let contract.
- () Subdivision 13 of Section 30 of the State Highway Law enables the Commissioner of Transportation to enter into an agreement to reimburse with public funds the owner for necessary expenses incurred because of this adjustment, or to replace the facilities in kind.
- () The owner will develop and keep a record of costs in accordance with the New York State Department of Transportation (NYSDOT) Reimbursement Procedures, and when federal funds participate in the cost, the Federal Highway Administration (FHWA) Federal-Aid Policy Guide Part 645, or as indicated below:

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
UTILITY WORK AGREEMENT**

III. Physical Adjustment Method (check appropriate boxes):

The actual adjustment or design engineering will be performed by the following method (s):

- Contract let by the Commissioner.
- Contract let by the Owner, (check applicable statement, i.e., a or b)
 - a. Best Interests of State.
 - b. Utility not sufficiently staffed or equipped.
- By the Owner's forces.

IV. Betterment, Salvage, and Depreciation Credits Due the Project (check appropriate boxes):

- There will be no extension of service life, improved capacity nor any other betterment of the facility (as defined by the NYSDOT Utility Reimbursement Procedures and by FHWA Federal-Aid Policy Guide Part 645) because of the adjustments made pursuant to this agreement.
- There is betterment described as follows:
 - The owner will not claim reimbursement for that betterment portion of the work, but will duly account for it as required by applicable NYSDOT and FHWA procedures.
 - The owner hereby agrees to deposit with the Comptroller of the State of New York the amount of \$_____ to cover the cost of the betterment as described above.
 - The owner agrees to comply with the requirements of the NYSDOT Utility Reimbursement Procedure and FHWA Federal-Aid Policy Guide Part 645 with the respect to salvage and depreciation credits when applicable.

V. General Covenants

The owner hereby agrees to accept full title and responsibility for the adjusted facility in writing upon satisfactory completion of the work. Such acceptance will acknowledge the owner's responsibility to maintain the facility in accordance with all applicable codes, standards and regulations, including his obligation, where applicable, to remove any or all of the facility from the highway at the order of the Commissioner of Transportation, all in accordance with the Rules and Regulations Governing the Accommodation of Utilities within the State Highway Right-of-Way. All compensable claims covered by this agreement will be included in one of the following:

- A. Privately Owned Property Agreement executed prior to the performance of the work.
- B. Municipal Agreement executed prior to performance of the work.
- C. Reimbursement Agreement executed prior to performance of the work.
- D. Such other agreement as approved by NYSDOT Office of Legal Affairs.

**NEW YORK STATE DEPARTMENT OF TRANSPORTATION
UTILITY WORK AGREEMENT**

VI. References

The following documents are herewith incorporated in this agreement be reference (check appropriate boxes)

Federal Highway Administration's Federal-Aid Policy Guide Part 645.

Contract documents: Contract number _____
PIN: 5813.52
Plan sheets No. _____

Owner's plan sheets _____

Owner's estimate sheets form No. _____

Resolution dated _____, by _____

Granting the State of New York authority to perform the adjustment for the owner.

Agreeing to maintain facilities adjusted via State-let contract.

Authorizing deposit of funds by the owner.

Certification by the owner or his agent that he has the legal authority to enter into this agreement.

<u>Jerome D. Schad</u>		<u>Chairman</u>	
(Print/Type Name) Owner or Agent	(Signature)	Title	Date

	<u>Statewide Utilities Engineer</u>	
Cathy Nusca, P.E., For the NYS DOT Commissioner of Transportation,	Title	Date

SPECIAL NOTE**COORDINATION WITH THE UTILITY SCHEDULE**

The contractor must coordinate their schedule of operations with the various utility owners involved with the project and shall verify utility information found in the contract documents. Utility revisions required by the various utility owners in connection with this project include:

Erie County Water Authority (ECWA)**Utility Field Contact:**

Russell Stoll, Executive Engineer
3030 Union Road
Cheektowaga, New York 14227
O: (716) 685-8276
F: (716) 684-3937
rstoll@ecwa.org

ECWA has existing water lines on both sides of NY 324 (Sheridan Drive).

Reimbursable work to be done by the State's contractor:

The project requires adjustment of water valve box elevations per contract documents.

The work is to be done by the State's contractor and paid by contract items.

The State's contractor must give two (2) full working days notice to utility owner before commencing work on their facilities.

The State's Engineer-In-Charge will provide record plans to ECWA.

The contractor should be aware that overhead and underground lines may be near the work site. The New York State Department of Transportation (NYSDOT) has reviewed the site and has determined that the site can be constructed without relocating utility facilities other than those that have already been identified as needing adjustment.

The utility adjustment time frame(s), as stated above, have been mutually established by NYSDOT and the utility companies based upon the recommended sequence of construction. Alterations to the recommended sequence of construction may affect the time schedules for adjusting utility facilities. The contractor should expect that additional time may be required for planning and material procurement.

In addition to the above-itemized revisions, other adjustment may become necessary during the construction phase because of more precise location data or other changes that might develop. These adjustments are to be performed by the utility owners and/or the State contractor with coordination by the State Engineer-In-Charge and the contractor.

Suitable time frames for these additions shall be coordinated between the contractor and the utility companies. Such time frames are not to be included within previously established time frames.

The contractor is reminded that he is governed by and must adhere to the provisions of 16 NYCRR Part 753 (Protection of Underground Facilities).