



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

April 2, 2024

To: Terrence D. McCracken, Secretary to the Authority

From: Michael J. Quinn, PE, Senior Distribution Engineer

A handwritten signature in black ink, appearing to be "MJQ", is written over the "From:" line.

Subject: Contract HS-005
Miscellaneous Electrical Engineering Services 2024-2025
ECWA Project No. 202400058

The following material is attached:

- Authorization Form requesting Board Authorization to execute the attached Professional Service Contract with Hazen and Sawyer.
- Professional Service Contract for the above-referenced project.
- Copy of Interoffice Memorandum from Michael J. Quinn, PE, Senior Distribution Engineer, dated February 29, 2024, detailing the recommendation for the contract assignment after review of Request for Proposals (PN 202300268).

In support of their facilities, the Authority performs routine electrical improvement projects at various sites throughout the Authority's service area; these sites include office type buildings like the Union Road Service Center, and production facilities including tank/pump stations and the Sturgeon Point and Van de Water Treatment Plants.

Contract HS-005 will provide services that may include field measurements and investigations, cost estimates, designs, drawings, specifications, field inspections, power system and arc-flash hazard studies, technical meetings, reports, and other related services as requested.

Budget Information (2024):

- Unit: 1010 Sturgeon Point Plant
 - Item 17 Payments to Contractors Elect.
- Unit: 1015 Van De Water Plant
 - Item 17 Payments to Contractors Elect.
- Unit: 1020 Control Operations
 - Item 17 Payments to Contractors Elect.

Funds for this contract for services under this contract in 2025 will be budgeted on the same budget items accordingly.

MJQ:jmf

Attachments

cc: L.Kowalski

M.Wymer

S.Aiple

L.Lester


CONT-HS-005-2401-X-01



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

February 29, 2024

To: Terrence D. McCracken, Secretary to the Authority

From: Michael J. Quinn, Senior Distribution Engineer 

Subject: Request for Proposals
Miscellaneous Electrical Engineering Services 2024-2025
ECWA Project No. 202300268

The Erie County Water Authority (Authority) recently issued a Request for Proposals (RFP) for electrical engineering services, that may include (but are not limited to) field measurements and investigations, cost estimates, designs, drawings, specifications, field inspections, technical meetings, reports, and other related services as requested. Detail list of scope of services is stated in the RFP. The work will be performed under one two-year contract.

The RFP was issued to five (5) consulting engineering firms: Arcadis, Hazen and Sawyer, Wendel, Hunt, and Nussbaumer & Clarke, Inc. In addition, the RFP was posted to the ECWA website.

Nussbaumer & Clarke, Inc. declined to respond (via email dated January 20, 2024) and no response was received from Arcadis or Hunt. There were four (4) additional responses from the website: C&S Engineers, Inc., Labella Associates, DPC, LiRo Engineers, Inc., Popli, Architecture + Engineering & LS, and DPC d/b/a Popli Design Group, and.

The proposals were reviewed by a committee from the Engineering and Electrical Departments. Primarily, experience and staffing were evaluated and, to a lesser degree, were scope and project approach. It was determined that while each firm possessed relevant qualifications to perform the work proposed, based on the review and evaluation of the proposals, it was the committee's opinion that Hazen and Sawyer was the best firm for this project due to a combination of experience and qualifications. In addition, the firm's fee is in line with the other firms and appears reasonable.

The Engineering and Electrical Departments will move forward with negotiations with Hazen and Sawyer for the electrical engineering services project.

Budget Information:

Unit: 1010 Sturgeon Point Plant
–Item 17 Payments to Contractors Elect.

Unit: 1015 Van De Water Plant
–Item 17 Payments to Contractors Elect.

Unit: 1020 Control Operations
–Item 17 Payments to Contractors Elect.

MJQ:jmf
cc: L.Kowalski
M.Wymer
S.Aiple
L.Lester
ECWA-326-2302