

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

Contract: NC-037 **Project No.:** 201800056
Project Description: Miscellaneous Electrical Design Services 2018-2019

Item Description:

- | | | | |
|---|--|---|---------------------------------------|
| <input type="checkbox"/> Agreement | <input type="checkbox"/> Professional Service Contract | <input checked="" 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 type="checkbox"/> Other _____ | | | |

Action Requested:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Board Authorization to Execute | <input checked="" type="checkbox"/> Legal Approval |
| <input type="checkbox"/> Board Authorization to Award | <input checked="" 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 type="checkbox"/> Other _____ | |

Approvals Needed:

APPROVED AS TO CONTENT:

- | | | |
|--|----------------------------------|-------------------------|
| <input checked="" type="checkbox"/> Department Head | <u><i>Leonard F. Konalek</i></u> | Date: <u>8-26-19</u> |
| <input checked="" type="checkbox"/> Risk Manager | <u><i>[Signature]</i></u> | Date: <u>08/27/2019</u> |
| <input checked="" type="checkbox"/> Director of Administration | <u><i>Lavanya Leston</i></u> | Date: <u>8/27/19</u> |
| <input checked="" type="checkbox"/> Executive Engineer | <u><i>Russell Stolt</i></u> | Date: <u>8/26/19</u> |

APPROVED AS TO FORM:

- | | | |
|---|----------------------------------|----------------------|
| <input checked="" type="checkbox"/> Legal | <u><i>Margaret A. Murphy</i></u> | Date: <u>8/27/19</u> |
|---|----------------------------------|----------------------|

APPROVED FOR BOARD RESOLUTION:

- | | | |
|--|---------------------------|----------------------|
| <input checked="" type="checkbox"/> Secretary to the Authority | <u><i>[Signature]</i></u> | Date: <u>8/27/19</u> |
|--|---------------------------|----------------------|

Remarks: One Year Professional Services Contract Extension

Resolution Date: _____

Item No: _____

Handwritten initials



ERIE COUNTY WATER AUTHORITY
INTEROFFICE MEMORANDUM

August 26, 2019

To: Terrence D. McCracken, Secretary to the Authority
From: Leonard F. Kowalski, Senior Distribution Engineer *LFK*
Subject: Contract NC-037
Miscellaneous Electrical Design Services 2018-2019
ECWA Project No. 201800056

The current expiration date for the above referenced Professional Services is December 31, 2019, as established by Paragraph 2.B.3 on Page 2 of 9. The Authority and the Consultant, Nussbaumer & Clarke, Inc., agree that the one-year extension of the current contract at the same terms and conditions would be mutually beneficial for both parties. The Consultant expressed interest in extending the current contract in a letter dated July 23, 2019.

This Professional Service Contract was based on the RFP issued in 2018 to nine engineering firms. Nussbaumer & Clarke, Inc. was selected based on their qualifications as well as specific project and Authority project experience, as outlined by Russell Stoll, Executive Engineer in a memo dated February 26, 2018 (copy attached).

Based on this information it is recommended that we exercise the one-year extension option.

The following documents are attached to process the extension of the above referenced contract:

- Blue Authorization Form.
- Three originals of "Erie County Water Authority Professional Services Contract Amendment No. 1".
- Letter from Nussbaumer & Clarke, Inc. dated July 23, 2019.
- Copy of memo from Russell J. Stoll, Executive Engineer dated February 26, 2018.

LFK:jmf
Attachments
cc: R.Stoll
L.Lester
CONT-NC-037-1801-I-186

ERIE COUNTY WATER AUTHORITY
PROFESSIONAL SERVICES CONTRACT
AMENDMENT No. 1

Project No.	<u>201800056</u>	Contract No.	<u>NC-037</u>
Job No.	<u></u>	EC No.	<u></u>
OWIP No.	<u></u>	Entered by/Date	<u>jmf 08/26/2019</u>
Title:	<u>Miscellaneous Electrical Design Services 2018-2019</u>		

Consultant: Nussbaumer & Clarke, Inc.

Description of Change to Contract:

Page 8 of 9 of the Professional Services Contract dated May 31, 2018, Paragraph 21:

GROUND FOR RENEWAL OF CONTRACT: If the Authority and the Consultant mutually agree to continue the agreement after the 31st day of December, 2019, it shall be extended for the term of one (1) year on the same terms and conditions provided herein and hourly rates in effect at that time. Consultant shall provide written notification to the Authority of the extension prior to expiration of the initial term of this Agreement.

Reason for Change:

The current contract expiration date, established in Paragraph 2.B.3 on Page 2 of 9, is December 31, 2019. Nussbaumer & Clarke, Inc. is an established Consultant that provides the Authority with reliable electrical design services on as-needed basis.

Compensation:

Per Paragraph 21 of the Professional Services Contract, the same terms and conditions of the contract and hourly rates remain the same for the contract extension.

APPROVED BY:

NUSSBAUMER & CLARKE, INC.

ERIE COUNTY WATER AUTHORITY

Michael T. Marino, PE
CEO - Engineering

Date


Russell J. Stoll, PE
Executive Engineer

Date

Original Termination Date 12/31/2019
New Contract Termination Date 12/31/2020

Jerome D. Schad
Chairman

Date