



ERIE COUNTY WATER AUTHORITY INTEROFFICE MEMORANDUM

To: Terrence D. McCracken, Secretary to the Authority

From: Dave Aubertine, Director IT *DWA*

Subject: PN 202200015
Microwave WAN Maintenance

The following material is attached:

- Professional Service Agreement for the above referenced project.
- Copy of Interoffice Memorandum (to file Jeff Schlierf, Acting Manager of IT, dated November 16th, 2021, detailing the internal review of the Request for Proposals (PN P202100087)).

The Erie County Water Authority (Authority) recently issued a Request for Proposals (RFP) for professional services to maintain, repair and make adjustments to its "Multi Link" and "Single Link" Aviat Eclipse Microwave Radio System or Wide Area Network (WAN).

The responses were reviewed and discussed among the Information Technology staff. Qualifications and related experience of the firm, staffing and rates/fees were considered with Transwave Communications Systems, Inc. being selected

The IT Department is requesting approval to execute the Professional Services Agreement with Transwave Communications Systems, Inc.

Budget Information:

Unit: 8525

O&M Line 26 Equipment Maintenance Contract

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

Contract: _____ **Project No.:** 202200015

Project Description: Microwave Radio Maintenance Services

Item Description:

- | | | | |
|--|---|---|---------------------------------------|
| <input type="checkbox"/> Agreement | <input checked="" type="checkbox"/> Professional Service Contract | <input 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 | <input type="checkbox"/> Recommendation to Reject Bids | | |
| <input type="checkbox"/> Contract | 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"/> Director of IT	<u>David Aubertine</u>	Date: <u>12/14/2021</u>
<input checked="" type="checkbox"/> Chief Operating Officer	<u>Russell J. Stoll</u>	Date: <u>12/14/2021</u>
<input checked="" type="checkbox"/> Executive Engineer	<u>Leonard F. Kovalik</u>	Date: <u>12/14/2021</u>
<input checked="" type="checkbox"/> Director of Administration	<u>Lawrence J. White</u>	Date: <u>12/14/2021</u>
<input checked="" type="checkbox"/> Risk Manager	<u>Molly J. Musarra</u>	Date: <u>12/14/2021</u>
<input checked="" type="checkbox"/> Chief Financial Officer	<u>Karen A. Bendugast</u>	Date: <u>12/14/2021</u>
<input checked="" type="checkbox"/> Legal	<u>[Signature]</u>	Date: <u>12/14/2021</u>

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority	<u>[Signature]</u>	Date: <u>12/14/21</u>
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Remarks: _____

Resolution Date: _____

Item No: _____



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

November 16, 2021

To: Terrence D. McCracken, Secretary to the Authority

From: Jeffrey C. Schlierf, Acting Manager of Information Technology *JCS*

Subject: Request for Proposal
Microwave Radio System Maintenance
Project # P202100087

The Erie County Water Authority (Authority) recently issued a Request for Proposals (RFP) for professional services to maintain, repair and make adjustments to its "Multi Link" and "Single Link" Aviat Eclipse Microwave Radio System or Wide Area Network (WAN).

The RFP was issued to three (3) contractors: Transwave Communications Systems, Inc., Mid-State Communications & Electronics, and Airosmith Development Inc. In addition, the RFP was posted to the ECWA website.

One (1) contractor submitted a proposal, Transwave Communications Systems Inc. Another, Airosmith Development Inc. responded via email that they could not submit a proposal due to staffing constraints and Mid-State Communications & Electronics did not respond at all.

The proposal was reviewed and discussed among the Information Technology staff. Qualifications and related experience of the firm, staffing and rates/fees were considered. It was determined that with Transwave's experience, close proximity, extensive knowledge of our current systems and remarkable rates they are more than qualified.

The Information Technology Department would like to move forward with negotiating a Professional Service Contract with Transwave Communications Systems, Inc.

Budget Information:

Unit: 8525

O&M Line 26 Equipment Maintenance Contract

JCS



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

August 24, 2021

To: Terrence D. McCracken, Secretary to the Authority

From: Jeffrey Schlierf, Acting Manager of Information Technology *JLS*

Subject: Request for Proposal
Microwave Radio System Maintenance
Project # P202100087

Attached is a copy of the Request for Proposal ("RFP") for Microwave Radio System Maintenance for our Wide Area Network ("WAN"). The Microwave Radio System is a microwave link that uses radio waves in the microwave frequency to transmit data at high speeds between all Authority wide point to point networks at various Authority locations. These microwave links ensure the phone, SCADA, power system and all business data is transmitted to each location without interference. It is vitally important to maintain this network equipment as it is critically important in connecting all our main facilities on secure multi-link connections.

The contractor awarded will be responsible for all preventative maintenance, repairs, and adjustments to ensure we maintain optimum system performance and reliable year-round operation. This includes preventative maintenance and repair of all microwave radio technologies, antennas, towers, and frequencies.

The IT Department is requesting a Resolution to Solicit the RFP. We recommend that the RFP be issued to the following contractors in addition to being advertised on the Authority's website.

Ray Rabb
Transwave Communications Systems, Inc.
9020 Wehrle Drive
Clarence, NY
14031

Kevin Zimmer
Mid-State Communications & Electronics
Inc.
185 Clear Road
Oriskany, NY 13424

Ann D'Alessandro
Airosmith Development Inc.
32 Clinton Street
Saratoga Springs, NY 12866

Budget Information:

- Department 850 Information Technology
- Unit 8525 Information Technology
- O&M Item #26: Equipment Maintenance Contract

JCS:

Attachment

cc: L.Lester
ECWA-606-2101-X-16