

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

Contract: _____ **Project No.:** 202100068
Project Description: 1R – Mill and Resurface and Intersection Safety Improvements; NY Route 277 (Union Rd) from George Urban Blvd to Wehrle Dr, Erie County; PN 5131.39

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:

<input checked="" type="checkbox"/> Sr Distribution Engineer		Date: 3/15/2021
<input checked="" type="checkbox"/> Chief Operating Officer		Date: 3/15/2021
<input checked="" type="checkbox"/> Executive Engineer		Date: 03/15/2021
<input type="checkbox"/> Director of Administration	_____	Date: _____
<input type="checkbox"/> Risk Manager	_____	Date: _____
<input checked="" type="checkbox"/> Chief Financial Officer		Date: 03/15/2021
<input checked="" type="checkbox"/> Legal		Date: 03/16/2021

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority		Date: 03/16/2021
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Remarks: Adjustment of ECWA facilities (manhole covers and valve box elevations) under contract item.

Resolution Date: _____

Item No: _____



ERIE COUNTY WATER AUTHORITY INTEROFFICE MEMORANDUM

March 11, 2021

TO: Terrence McCracken, Secretary to the Authority
Margaret Murphy, Esq., Attorney

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

SUBJECT: 1R – Mill and Resurface and Intersection Safety
Improvements; NY Route 277 (Union Rd) from
George Urban Blvd to Wehrle Drive
Town of Cheektowaga, Erie County
PIN 5131.39
ECWA File No.: HWNY-900-2101
ECWA Proj. No.: 202100068

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 manhole covers and valve 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 31, 2021.

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

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Department of
Transportation

ANDREW M. CUOMO
Governor

MARIE THERESE DOMINGUEZ
Commissioner

FRANK P. CIRILLO, SR/WA
Regional Director

February 24, 2021

Leonard F. Kowalski, P.E., Executive Engineer
Erie County Water Authority
3030 Union Road
Cheektowaga, New York 14227

RE: 1R – MILL AND RESURFACE AND INTERSECTION SAFETY
IMPROVEMENTS; NY ROUTE 277 (UNION ROAD) FROM GEORGE
URBAN BLVD. TO WEHRLE DRIVE
TOWN OF CHEEKTOWAGA, ERIE COUNTY
PIN 5131.39 D264480

Dear Mr. Kowalski:

Until further notice, the New York State Department of Transportation (NYSDOT), Region 5, Utility Unit will be sending two (2) versions of this document package: a hard copy and an electronic copy. Please return the hard copy version, by USPS. The electronic package may be returned by USPS or electronically to Utility.Unit.R05@dot.ny.gov. The electronic version must be signed **physically**, not electronically. All scanning must be done at 300 DPI. Please find the additional instructions in the cover letter below. If you have any questions or concerns, please contact us via one of the methods listed at the end of this letter.

Enclosed is an electronic copy of the proposed contract plans for the above-referenced project. Erie County Water Authority has existing facilities within the project limits. Erie County Water Authority's involvement in this project consists of the adjustment of manhole cover and valve 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, including the Utility Work Agreement (HC-140) and the Coordination Note. Each of the four (4) HC-140 forms must be duly approved by an authorized representative of Erie County Water Authority. **Work included in the State's contract and performed by the State contractor will be done at no expense to Erie County Water Authority.**

This agreement also 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 a sample of a Certified Resolution granting the State of New York authority to perform the facility adjustments per contract documents, agreeing to maintain facilities, and authorizing a municipal official to enter agreements with the State of New York.

HWNY-900-2101

202100068

Leonard F. Kowalski, P.E., Executive Engineer
PIN 5131.39
February 24, 2021
Page 2 of 2

Both physical and electronic packages need to be returned. Please return four (4) physical original sets of the signed agreement with the Coordination Note and Certified Resolution to Ronald Rolling, Regional Utilities Engineer at 100 Seneca Street, Buffalo, NY 14203. **The physical documents should be returned as soon as possible, but no later than two (2) weeks from the date of the lifting of the executive order "New York State on PAUSE"**. The documents sent electronically are to be returned by **March 31, 2021**. One (1) copy of the fully executed agreement will be returned for your records.

Any questions regarding work to be done may be directed to Mr. John Wentz, Design Job Manager, at (716) 847-5258 or via e-mail at John.Wentz@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.

Sincerely,

Renjit P. James, P.E.
Acting Assistant Regional Design Engineer
Design Technical Support Group

By: 

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

RPJ/RWR/EJC/KJM/jlg

Enclosures: Project Plans, Utility Work Agreement (HC-140), Coordination 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.: 5131.39	F.A. Project No.:
ROW Declaration No.:	Map Nos.:
Parcel Nos.:	County of Erie
Contract No.: D264480	

Project Description: 1R – Mill and Resurface, Intersection Safety Related Work and Signal Coordination, NY 277 (SH 9215 & SH 1626), Town of Cheektowaga

Municipality, Reimbursable by Items and Labor Exchange (ILE)

necessitates the adjustment of utility facilities as hereinafter described, the owner, **Erie County Water Authority**, 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.)

Erie County Water Authority has existing water lines within the project limits

presently located on **NY 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.)

Adjustment of manhole cover and valve box elevations

per contract documents

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.
- ☒ 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 as a result 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 as a result 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) as a result 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 D264480

PIN: 5131.39

Plan Sheets No.: Electronic copy of the proposed contract plans

☐ 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.

(Print/Type Name) Owner or Agent	(Signature)	Title	Date
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Arvind K. Salgam, P.E. For the NYSDOT Commissioner of Transportation	Statewide Utilities Engineer	Title	Date
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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**Utility Owner's Field Contact:**

Leonard F. Kowalski, P.E., Executive Engineer
3030 Union Road
Cheektowaga, New York 14227
D: (716) 685-8220
O: (716) 684-1510
C: (716) 341-1137
F: (716) 684-8397
lkowalski@ecwa.org

Erie County Water Authority has existing water lines within the project limits.

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

The project requires the following work to be done, per details in the contract documents:

Adjustment of manhole cover and valve box elevations.

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

The State's Engineer-In-Charge, in coordination with the State's contractor, shall notify the Erie County Water Authority in writing **2 weeks** before commencing work on their facilities at each location and for each occurrence of work.

The State's Engineer-In-Charge will provide record plans to the Erie County Water Authority.

Additional Notes

1. The Contractor is governed by and must adhere to the provisions of 16 NYCRR Part 753 (Protection of Underground Facilities).
2. In addition to the above-itemized facility adjustments, other adjustments may become necessary during the construction phase as a result of more precise location data or other changes that might develop.
3. The Standard Specifications shall apply to all utility facility adjustments.
4. Any additional adjustments shall be performed by the utility owners and/or the State's contractor upon direction by the State's Engineer-In-Charge.
5. Suitable time frames for additional adjustments shall be coordinated between the State's Engineer-In-Charge, the State's contractor, and the affected utility owners. Such timeframes shall not be included within previously established time frames.

END OF COORDINATION WITH THE UTILITY SCHEDULE

Revised 2020 April 27

LIST OF ADDITIONAL INSURED PARTIES

The following list supplements the required additional insured parties identified in §107-06A.4 - *Additional Insureds*:

- The State of New York
- New York State Department of Transportation
- Any consultants working for or on the project, including their agents or employees
- County of Erie
- Town of Cheektowaga
- Town of Cheektowaga Sewer
- Erie County Water Authority

Refer to Standard Specifications §107-06A.4 for requirements regarding these additional insured parties.