




ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

May 29, 2026

To: Jennifer Hibit, Secretary to the Authority

From: Michael J. Quinn, PE, Director of Distribution 

Subject: Contract LA-004 – Professional Services Agreement Amendment No.1
Van de Water Treatment Plant and Raw Water Pump Station HVAC Upgrades
ECWA Project No. 202000236

The following material is attached:

- Authorization Form requesting Board Authorization to execute the attached Amendment No. 1 to Professional Service Agreement with LaBella Associates, D.P.C.
- Amendment No. 1 to Professional Service Agreement for the above-referenced project.

On October 7, 2020, the Authority awarded LaBella Associates, D.P.C. (LaBella) a professional services contract to provide engineering services to the Authority related to upgrades and improvements to the Van de Water Water Treatment Plant and Raw Water Pump Station HVAC Systems.

The amendment is required to increase the design fee to account for delays in the schedule for the proposed work as well as for updates to the original scope of work in both the VFD Room and the Server Room. Due to a decrease in the overall scope of work to be constructed, the amendment also includes decreasing the Resident Inspection cost from that originally proposed.

In addition, due to delays with the project, updated hourly rates are also being requested. All of the requested services are within the original scope of work.

The following provides a summary of the costs associated with this amendment.

- Engineering Costs - Increase the Lump Sum Design Cost by \$36,788 from the original cost of \$51,000 to a revised cost of \$87,788
- Resident Inspection Costs – Revise the Resident Inspection Costs for Resident Engineer as shown below:
 - Original Payable Hourly Rate of \$98 to Increase to Payable Hourly Rate of \$120
 - Original Employee Direct Hourly Rate of \$42.50 to Increase to Employee Direct Hourly Rate of \$66.00
- Decrease Estimated Resident Inspection by \$36,788 from the original cost of \$103,880 to a revised cost of \$67,092
- Decrease the not to exceed cost for Resident Inspection by \$36,788 from the original cost of \$108,000 to a revised cost of \$71,212

Budget Information:

Due to the decrease in the resident inspection costs, this amendment will result in a net zero increase in the overall contract cost.

MJQ:lal1
Attachments
cc: L.Kowalski
L.Lester
CONT-LA-004-2001-X-01

**ERIE COUNTY WATER AUTHORITY
AUTHORIZATION FORM
For Approval/Execution of Board Meeting Documents**

Document Name: _____ **Project No.:** _____

Description: _____

Item Description:

Choose one: _____

Other: _____




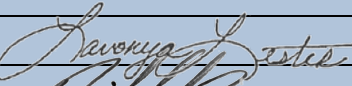
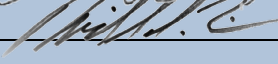
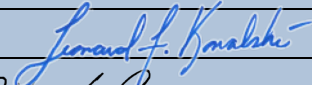

Action Requested:

Choose one _____

Other: _____

Approvals Required:

APPROVED AS TO CONTENT:

Chief Financial Officer		Date: 06/03/2026
Chief Operating Officer		Date: 06/01/2026
Claims Rep. – Risk Manager		Date: 6/1/2026
Comptroller	_____	Date: _____
Director of Administration		Date: 06/01/2026
Director of Distribution		Date: 6/1/2026
Director of Human Resources	_____	Date: _____
Director of IT	_____	Date: _____
Sr. Director of Operations & Infra	_____	Date: _____
Director of Planning & Water Supply	_____	Date: _____
Director of Production	_____	Date: _____
Director of Water Quality	_____	Date: _____
Executive Engineer		Date: 6/8/2026
General Counsel (Legal)		Date: 6/2/2026
Other: _____	_____	Date: _____

APPROVED FOR BOARD RESOLUTION:

Secretary to the Authority  Date: 06/08/2026

Remarks: _____

Resolution Date: _____ Item No: _____

**AMENDMENT NO. 1 TO
PROFESSIONAL SERVICES AGREEMENT**

AMENDMENT, effective June 18, 2026 (“Amendment No. 1”), to the Professional Services Agreement for Engineering Services, effective on October 7, 2020, by and between

ERIE COUNTY WATER AUTHORITY

295 Main Street, Room 350
Buffalo, New York 14203

hereinafter referred to as the “Authority,” and

LABELLA ASSOCIATES, D.P.C.

300 Pearl Street, Suite 130
Buffalo, New York 14202

hereinafter referred to as the “Engineer.”

WHEREAS, on October 7, 2020, the Authority awarded the Engineer a professional services contract to provide engineering services to the Authority related to upgrades and improvements to the Van de Water Water Treatment Plant and Raw Water Pump Station HVAC Systems (the “Contract”); and

WHEREAS, due to budgetary constraints, the project had been delayed resulting in a need to update the scope of work and to increase the hourly rates for resident inspection services; and

WHEREAS, the Engineer has agreed to the amendment of the scope of work and has requested that funds budgeted for resident inspection be reallocated to cover the additional design cost; and

WHEREAS, in accordance with Article 5, Paragraph 5.02 of the Contract, no modification from the terms of the Contract shall be effective unless it is in writing and authorized by a resolution of the Board of Commissioners of the Authority and signed by all parties; and

WHEREAS, the Authority’s Executive Engineer and Director of Distribution recommend amending the Contract’s scope of work, increasing the hourly rates for resident inspection services, and reallocating the project funds.

NOW, THEREFORE, in consideration of mutual promises herein set forth, the parties agree to the following:

- (1) The parties agree to amend Article 4, Paragraph 4.04.A.2 to increase the Lump Sum – Design Cost by \$36,788.00, changing the current figure of \$51,000.00 to \$87,788.00; and

(2) The parties agree to amend Article 4, Paragraph 4.04.B to increase the Payable Hourly Rate for the Resident Engineer by \$22.00 per hour, changing the current figure of \$98.00 per hour to \$120.00 per hour and to increase the Employee Direct Hourly Rate by \$23.50 per hour, changing the current figure of \$42.50 per hour to \$66.00 per hour; and

(3) The parties agree to amend Article 4, Paragraph 4.04.B.1 to decrease the Estimated Resident Inspection by \$36,788.00, changing the current figure of \$103,880.00 to \$67,092.00; and

(4) The parties agree to amend Article 4, Paragraph 4.04.B.1 to decrease the Estimated Resident Inspection by \$36,788.00, changing the current figure of \$108,000.00 to \$71,212.00; and

(5) The parties agree all other terms and conditions of the Contract shall remain without change or amendment; and

(6) This Amendment may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement.

IN WITNESS WHERETO, the parties hereto have caused this Amendment No. 1 to be signed by their respective duly constituted officers, attested and sealed pursuant to proper authority.

ERIE COUNTY WATER AUTHORITY

By _____
Jerome D. Schad, Chair

LABELLA ASSOCIATES, D.P.C.

By _____
Michael Rogalski, Vice President

STATE OF NEW YORK)
COUNTY OF ERIE) ss:

On the _____ day of June, in the year 2026, before me personally came Jerome D. Schad, to me known, who, being by me duly sworn, did depose and say that he resides in Amherst, New York, that he is the Chair of the Board of Commissioners for the Erie County Water Authority described in the above instrument; and that he signed his name thereto by order of the Board of Commissioners.

Notary Public

STATE OF NEW YORK)
COUNTY OF ERIE) ss:

On the _____ day of _____, in the year 2026, before me personally came Michael Rogalski, to me known, who, being by me duly sworn, did depose and say that he resides in _____, that he is the Vice President of the Corporation described in the above instrument; and that he signed his name thereto by order of the Board of Directors of said Corporation.

Notary Public