



# ERIE COUNTY WATER AUTHORITY

## INTEROFFICE MEMORANDUM

December 28, 2020

To: Terrence D. McCracken, Secretary to the Authority

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

A handwritten signature in black ink, appearing to read "MJQ", is written over the name "Michael J. Quinn" in the "From:" line.

Subject: Request for Proposals

Miscellaneous Electrical Design Services 2021-2022

ECWA Project No. 202100005

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The Erie County Water Authority (Authority) is seeking Professional Services Proposals for consulting engineering services for miscellaneous electrical design and construction phase projects. In support of their facilities, the Erie County Water 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.

The Authority seeks to engage a professional consulting engineering firm or firms to provide services that may include field measurements and investigations, cost estimates, designs, drawings, specifications, field inspections, technical meetings, reports, and other related services as requested. The services to be on an as needed basis including but are not limited to:

1. Perform site visits to take field measurements and perform investigations.
2. Perform electrical designs which include the development of drawings, specifications, and cost estimates.
3. Perform facility inspections to determine condition of equipment and compliance with applicable codes, regulations, and best practices.
4. Attend meetings as requested and provide technical assistance.
5. Provide on-call assistance and support of Authority personnel in response to emergency and after-hour events.
6. Provide electrical engineering support in the scheduled absence of Authority electrical personnel.
7. Develop technical reports.
8. Assist with the development of capital plans and budgets.
9. Develop electrical drawings for rehabilitation projects.
10. Develop electrical drawings for new construction projects.
11. Develop equipment specifications for procurement purposes.

To: Terrence D. McCracken  
Secretary to the Authority

- 2 -

December 28, 2020

12. Interface with vendors for retrofits to existing equipment.
13. Interface with electrical utilities for electrical service modifications or data requests.
14. Provide structural engineering services for duct bank design.
15. Provide in-house support staff for minor civil, structural, architectural, and mechanical design.
16. During construction; make on-site visits, review material submittals, shop drawings and test results, and respond to contract's Requests for Information (RFI).
17. Start-up assistance with newly constructed equipment.
18. Conduct power system and arc-flash hazard studies and/or field data collection.

RFPs were issued to five (4) consulting engineers: Nussbaumer & Clarke, LaBella, Arcadis and GHD. Six (6) additional firms obtained the RFP through our website. In the end, eight (8) firms; Arcadis, GHD Encorus, LiRo Engineers, Labella, CT Male Associates, EI Team, and Wendel chose to submit proposals for this project. Nussbaumer and Clarke chose to partner with Arcadis. This is a single project requiring one consulting firm.

The proposals were reviewed and discussed among the engineering, operations and electrical staff (Michael Quinn, Clayton Johnson and Scott Aiple). Experience, staffing, scope, project approach, and project cost were considered. It was determined that each firm possessed the basic relevant qualifications to perform the work proposed.

Arcadis provided an experienced project team to perform the work and demonstrated a higher degree of current, relevant experience with recent similar projects and more importantly significant similar work at ECWA facilities. Their team, approach and level of effort showed an understanding of the necessary project processes and workflow for all the required tasks in this RFP. Their fee is reasonable and is in line with other firms submitting proposals for this project. Funds for the project have been included in the 2021 budget in Department 100 (Production), Units 1010 (Sturgeon Point Plant), 1015 (Van De Water Plant), 1020 (Control Operations) and 1025 (Instrumentation) under budget item 17 Payments to Contractors – Electrical. Similarly, funds will be budgeted in 2022 for this contract.

If there are no objections, the Engineering Department plans on moving forward with negotiations with Arcadis to develop a Professional Services Contract for the referenced project.

MJQ:jmf

cc: R. Stoll

L. Kowalski

L. Lester

ECWA-326-2101-X-16