



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

May 5, 2021

To: Terrence D. McCracken, Secretary to the Authority

Cc: Margaret A. Murphy, General Counsel
Karen A. Prendergast, Chief Financial Officer
Russell J. Stoll, Chief Operating Officer
Lavonya Lester, Director of Administration

From: Leonard Kowalski, Executive Engineer
Michael J. Quinn, Senior Distribution Engineer

Subject: City of Buffalo Interconnection
Hancock Tank Site
ECWA Project No. 202000310

Over the past several months, the Erie County Water Authority (Authority) has been working with the City of Buffalo Division of Water (City) to enhance the current network of interconnections between the two systems to make the provision of water more sustainable as well as to provide a supplemental supply to the ECWA system in periods of high demand or for emergencies. Currently there are several interconnections between the two systems but only one, located at Lang Avenue and Texas Street in the City that is large enough to provide the needed flow to serve a large portion of the Authority system. The other interconnections essential supply individual neighborhoods.

Through the use of the hydraulic model, a second potential large interconnection was identified near the City of Buffalo's Hancock Storage Tank located on Dorrance Avenue in South Buffalo. Should an interconnection at this location prove effective, the ECWA model suggests that supplemental flow could potentially provide for an emergency supply as far into the ECWA as the Windom Tank/Pump Station site which could effectively assist with supplying the system during reduced output from Sturgeon Point Treatment Plant. Under a consulting contract with the City of Buffalo, Nussbaumer and Clarke completed a preliminary assessment of the City system to ensure that an adequate amount (minimum of 10 MGD) of water would be available at the Hancock site and under what conditions. The results of this study suggest that this level of flow would be available under most conditions. Recognizing the potential of this interconnection, a more detailed analysis is necessary to determine under what specific conditions in both the City and ECWA systems water could or more importantly could not be available as well as to identify any needed capital improvements to effectuate the interconnection. Under normal conditions, the next step in the process would be to hire consultants to complete the evaluation for both the ECWA and the

City. However, given the work completed to date by Nussbaumer and Clarke, the ECWA Engineering Department as well as engineers from the City would prefer to continue to use Nussabumer and Clarke for the balance of the evaluation. Using this firm would allow the study to be completed in a much timelier fashion potentially allowing the capital improvements associated with the interconnection to be completed sooner as well. In general, the scope of work for this project would be a more detailed hydraulic analysis of both the ECWA and City systems and developing a Basis of Design Report outlining the results of the analysis and the associated capital improvements.

Due to the mutual benefits of this project, the ECWA and the City have been in discussions regarding a cooperative agreement and an even split on the cost of the next phase of the project with Nussbaumer and Clarke. As outlined below, the City has in place a mechanism under which a variety of consultants have been prequalified for different engineering tasks. In this instance, in addition to the work already completed, Nussbaumer and Clarke have been pre-selected for this type of project by the City. According to representatives from the City, this pre-selection process is completed in two steps. First, as detailed in Attachment A, the City completes a rigorous selection process whereby consultants are selected for a variety of service categories including the following:

- System Storage, Booster and High Service Pump Stations;
- Water Treatment Facilities;
- Distribution System Services;
- General Consulting; and
- Buildings, Grounds and Facility Projects.

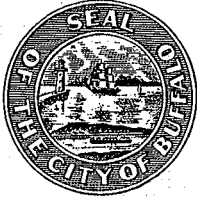
Consultants are selected on the basis of the following criteria:

- Project Expertise;
- Staff Qualifications;
- Location of Work; and
- Rate Schedule.

Each proposal is scored by a small committee of City staff and a list of consultants are selected from which proposals for future projects can be requested and projects completed. As shown on the table included with Attachment A, Nussbaumer and Clarke were selected by the City for both System Storage and Distribution Projects. Once a consultant is selected, the City completes a second step which documents to the City Division of Audit why a specific consultant was selected for an assignment. Attachment B includes a draft memo from the Principal Engineer of the Division of Water to the Division of Audit specifically discussing the selection of Nussbaumer and Clarke. Note that the ECWA Engineering Department concurs with the rationale outlined therein. In addition to this selection process, our experience with Nussbaumer and Clarke has been excellent as it relates to the potential scope of work for this project. Currently they are completing a large raw water transmission main design at the Van de Water Treatment Plant (Contract NC-040), a transmission system design in the City of Lackawanna and the town of West Seneca (Contract NC-041) and the design of a new pumping system at the Newstead Pump Station (Contract NC-042). The related experience that afforded the selection of Nussbaumer and Clarke for these projects is pertinent to the interconnection project making them in our opinion the right

choice for this assignment.

Based on the information presented above, the Engineering Department and City Engineering Staff would like to move forward with developing the final scope of services for the project including the associated engineering fees cost share model and working with the Legal Department to negotiate a cooperative agreement.



BYRON W. BROWN
MAYOR

CITY OF BUFFALO
DEPARTMENT OF
PUBLIC WORKS, PARKS & STREETS



STEVEN J. STEPNIAK
COMMISSIONER

MICHAEL J. FINN, P.E.
CITY ENGINEER

Memorandum

From: Peter J. Merlo, P.E.
Principal Engineer

A handwritten signature in black ink, appearing to be "PJ Merlo", written over a horizontal line.

To: Seema Somani

Date: August 29, 2017

Re: Division of Water / Buffalo Water Board
Consultant Selection

Dear Seema,

Listed below is the procurement process that was used to select our Engineering Consultants for the Division of Water and the Buffalo Water Board.

In early 2017, the Division of Water finalized its RFP process. The process is designed to receive proposals from qualified professional engineering consulting firms for several areas of engineering practice. Responsive proposals submitted for this solicitation is to be used by the Board and Department of Public Works (for a minimum of one year and a maximum of three years) for the selection of consulting engineers when required, in support of the Board's Capital Improvement Plan (CIP), operational and management requirements, and general consulting services.

Qualified consulting firms were required to assist in the engineering requirements of the Water System. This form of professional assistance most often falls within certain Service Categories. Based on the proposals received, the firms that were best qualified and provided the best value to perform the requirements of specific Service Categories were short-listed. The specific Service Categories requested were:

- A. System Storage; Booster and High Service Pump Stations (study, hydraulic modeling, design and construction phase services)
- B. Water treatment facilities (study, design and construction phase services, system security)
- C. Distribution system services (study, hydraulic modeling, design and construction phase services)

- D. General consulting to the Board including; general engineering including study, design and construction phase services; customer service, utility management, business procedures and policies, contract management oversight, capital planning, meter program and water rate review, regulatory compliance, etc.
- E. A/E Firm for buildings, grounds and facilities (study, design and construction phase services)

Interested consultants were invited to submit a specific qualification statement(s) for any or all of the Service Categories for which they wished to be considered.

Interested firms were directed to include the following information within their proposal:

1. **General Requirements** – Please provide the following general information at the beginning of your RFQ. Incomplete information will be viewed as non-responsive.
 - Name, address, email address, telephone number, and title of contact person.
 - Please provide a brief description of your firm’s knowledge and familiarity with the Buffalo Water System.
2. **Service Category Qualification Statement** – for each Service Category that respondents wish to be considered please provide the following:
 - Project Experience – Describe the firm’s relevant experience on projects within this Service Category. Provide between three (3) to five (5) brief descriptions of projects that have been completed by the interested firm. Please include references with names and phone numbers for each project. The project descriptions should demonstrate knowledge of relevant issues, the Board’s situation and an ability to successfully perform such work within the region.
 - Staff Qualifications - Please include a brief description of the specific staff that the interested firm intends to use for the work. Specific project staffing for all key personnel and subcontractors; current workload; and office location(s) where the work will be performed for projects within each Service Category shall be identified here. Describe any unique qualifications, experience and training that your staff may have for this type of work. Qualifications for resident inspector(s) including applicable education, training, experience and NICET certification shall be included, as necessary.
 - Location of Work – Please outline the locations/offices at which the work will be performed. Relevant project staff must be accessible and available to attend meetings of the Board and/or Division of Water on short notice. Also, please explain how additional qualified resources would be mobilized in Western New York if necessary.

- Rate Schedule – Please develop and include a three-year rate table for the project staff positions included in the RFP. The rate schedule shall include rates from January 2016 through January 2019.

Ken Hapke, Jack McMahon, and I were on the selection team. The following criteria and associated weighting (total 100 pts) was used in the selection process:

- General requirements (10 pts)
- Personnel qualifications (30 pts)
- Experience with similar projects (30 pts)
- Workload, availability, and location (10 pts)
- Rate Schedule (20 pts)

The above criteria was used to evaluate each service category.

As individual projects come up; Ken, Jack, and I discuss and select a firm from the respective Service Category off the list that best meets the needs of the project at the best value. We look to see what is involved and required in each project including the project complexity, type of Engineering required, involvement of other agencies, current workload, staff availability, rates, etc. Based on this information, we pick the best firm that we feel meet the needs of the project at best value not only in terms of the direct Engineering cost. This also helps to meet the timetable required of the project and will provide the most economical construction costs, and as important, design a system that best meets our system needs and helps to minimize the life cycle costs of our assets. Once, the firm is selected we negotiate the scope and fee based on the specific needs of the project and the billing rates that were established in the RFP.

Please let me know if you need additional information.

Cc: Commissioner Stepniak, DPW
Michael Finn, P.E., City Engineer
Jack McMahon, P.E., Senior Engineer
Oluwole McFoy, P.E., Buffalo Water Board Chairmen

SELECTED CONSULTANTS

City of Buffalo Department of Public Works
Division of Water

Project Name: Buffalo Water Board
Request for Proposals

Consultants Selected

Date: 4/21/2017

	A System Storage	B Water Treatment	C Distribution	D Board Consulting	E Building/ Grounds	
Consultant						
Nussbaumer & Clark	X S	X S	X S	X S	X S	
Clark Patterson Lee	S		X S	S	S	
Wendel Companies	X S	X S			X S	
LiRo Engineers			S		S	
GHD	X S	X S	S	X S	X S	
Watts Architectural & Engineering			X S			
CHA	S		X S			
CDM Smith		X S		X S		
Arcadis	S	X S	S	S		
C & S	S	S	S	S	X S	
Labella Associates	S	S	X S	S	S	
Erdman - Anthony			X S	S		
DiDonato			X S		X S	
Urban Engineers			S		S	
AECOM	S	S	X S	S	S	
KHEOPS	S	S	S	S		
Greenman-Pederson,	X S	S	S		S	

x - selected
s - submitted proposal



CITY OF BUFFALO
DEPARTMENT OF
PUBLIC WORKS, PARKS & STREETS



BYRON W. BROWN
MAYOR

MICHAEL J. FINN, P.E.
COMMISSIONER

Memorandum

From: Peter J. Merlo, P.E.
Principal Engineer

To: Division of Audit

Date: April 28, 2021

Re: Division of Water / Buffalo Water Board
Consultant Selection
Interconnection Modeling - Nussbaumer & Clarke

DRAFT

Nussbaumer & Clarke was selected off our Consultant list by Fouad Arab, Jack McMahon, and myself for several reasons, as identified below. Once the consultant was selected, we negotiated the scope based on the unique requirements for the project and utilized the hourly billings rates that were already established per the selection process.

Nussbaumer & Clarke was selected for several reasons:

- This project is to evaluate the potential of another interconnection with the Erie County Water Authority (ECWA). The project will be equally co-funded by both Buffalo Water Board and ECWA. The Division of Water will take the lead and manage the contract and will seek reimbursement of ECWA's share on behalf of the Water Board.
- The goal of this project is to determine if another interconnection between the City of Buffalo System and ECWA's is beneficial to both parties with no adverse effects.
- This was discussed with ECWA's staff and they also recommend we contract with Nussbaumer and Clarke for the reasons stated.
- Nussbaumer & Clarke has a very good team and has extensive experience with water system modeling. They developed the Water Model for the Division of Water and currently assists with our modeling requests. They also have experience with ECWA's water system.
- They have performed very well and efficiently on the previous water system modeling development and update projects including extensive knowledge of our system. This will minimize any learning curve which is very steep on this type of project which will result in significant efficiency.
- We requested Nussbaumer & Clarke assign the same personnel to this project as have worked on similar Buffalo Water system modeling projects.
- This fits in with their current workload.

The selection team believes that this consultant chosen through this process provides the best value to the Water System. We chose the firm that best meets the needs of the project. This helps to meet the timetable required and meets our system needs.

Thank you for your help in moving this contract forward.

Cc: Jack McMahon, P.E., Associate Engineer
Fouad Arab, Senior Engineer
Oluwole McFoy, P.E., Buffalo Water Board Chairmen
ECWA