

COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

September 24, 2015

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

**RE: Erie County Sewer District No. 8
Engineer Term Agreement
DiDonato Associates -Work Order DA-6**

Dear Honorable Members:

Enclosed please find a memorandum from the Department of Environment and Planning, pertaining to the Erie County Sewer District No. 8 Engineering Term Agreement Work Order – DA-6.

Should your Honorable Body require further information, I encourage you to contact Joseph L. Fiegl, P.E., in the Department of Environment and Planning. Thank you for your consideration on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Poloncarz", is written over a faint, larger version of the same signature.

Mark Poloncarz, Esq.
Erie County Executive

MCP:JAC:cs

cc: Joseph Fiegl, Deputy Commissioner, Division of Sewerage Management

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Environment and Planning
Re: Erie County Sewer Districts No. 8
Engineer Term Agreement
DiDonato Associates – Work Order: DA – 6
Date: September 24, 2015

SUMMARY

The Erie County Legislature is requested to receive and file this communication pertaining to the Department of Environment and Planning's issuance of a work order to DiDonato Associates for Erie County Sewer District No. 8, in the amount of \$40,640.00

FISCAL IMPLICATIONS

There will be no impact to the County's General Fund. The cost for the engineering work related to this communication will be paid from the Erie County Sewer District No. 8 Professional Services Account No. 516020, Cost Center 1831.

REASONS FOR RECOMMENDATION

The Division of Sewerage Management has issued work order DA-6 to DiDonato Associates. Under this work order, the consulting engineer will provide the County with a Final Design for upgrade to the East Aurora Wastewater Treatment Plant, Air Line Replacement and Construction Services for the East Aurora Wastewater Treatment Plant.

BACKGROUND INFORMATION

On November 8, 2012, the Erie County Legislature passed resolution Comm. 18E-9 (2012) authorizing a 3-year Term Agreement with DiDonato Associates. At the time of the contract award, the Division of Sewerage Management committed to notifying the Honorable Legislature of each work order issued.

The Term Agreement was approved to provide the Division of Sewerage Management with supplemental engineering services required to complete the study and design of various projects throughout the Erie County Sewer Districts. The work for this project consists of a design for an Air Line Replacement at the East Aurora Waste Water Treatment Plant, assistance with letting of the Contract and Engineer Services during construction.

CONSEQUENCES OF NEGATIVE ACTION

This is a receive and file item.

STEPS TO FOLLOW APPROVAL

This is a receive and file item.

JF
JAC


Thomas Dearing
Commissioner

JAC:cs

Encl.

Cc: J. Fiegl/ 0.11.0 LegLtr (w/encl)
J. Carr/M. Salah/ 0.3.2.DiDonato (13-15) (w/encl)
S. Tirone (w/encl)

ERIE COUNTY SEWER DISTRICT NO.8
WORK ORDER NO.DA-6

ENGINEER: DiDonato Associates

CONTRACT DATE: November 8, 2012

1. **Title of Proposal:**
East Aurora Wastewater Treatment Plant Air Line Replacement, Design Bidding Assistance and Construction Service.

2. **Name and Business Address of Proposer:**
DiDonato Associates
689 Main Street
Buffalo, New York 14203
(716) 656-1900 Fax (716) 656-1987

3. **Name, Title and Address of Principal Bearing Technical Responsibility:**
John DiDonato, P.E.
DiDonato Associates
689 Main Street
Buffalo, New York 14203
(716) 656-1900

4. **Effective Dates of Proposal:**
September 9, 2015

5. **Brief Description of Work for Which Proposal is Submitted.**
The Engineer will provide the County with the upgrades to the airline at the East Aurora Wastewater Treatment Plant as detailed in the attached consultant letter of DiDonato dated September 9, 2015.

6. **Engineering Cost:**
\$ 40,640.00

7. **Source of Funds:** ECSD No. 8, Professional Services Acct. No. 516020
Cost Center 1831010.

8. **Project No.:** DA-6

9. **Attachments:** DiDonato letter dated August 9, 2015 (9 pages)

10. **File:** 0.3.2. DiDonato (13-15)

DATE: _____

Accepted By: _____

Prepared By: _____
James A. Carr, P.E.

Authorized By: _____
Joseph Fiegl, P.E.
Deputy Commissioner

September 14, 2015

Mr. Matt Salah, P.E.
Erie County Department of Environment and Planning / DSM
95 Franklin Street
Buffalo, NY 14202

Re: Erie County Department of Environment and Planning
Term Agreement – Sewer District 8 - East Aurora WWTP Upgrade

Dear Mr. Salah:

Per your request, DiDonato Associates P.E., P.C. is pleased to present our scope of services and estimated cost to provide to ECDED/DSM final design, bidding and construction phase engineering services for the East Aurora WWTP upgrade.

I. PROJECT DESCRIPTION/UNDERSTANDING

The EA WWTP upgrade project includes the following components:

- A. Replumbing of the 6-inch air supply line to Treatment Tank No. 1 from Blower Room.
- B. Install a structural support above Tank #1 to support a 3 – ton electric hoist.
- C. Review, modify and update accordingly all civil drawings affected.

It is our understanding that the County desires to initiate the design, bidding, and construction of these recommended improvements at this time.

II. SCOPE OF SERVICES


DiDonato Associates in association with our subconsultant Buffalo Engineering, here after referred to as the Team, proposes to provide final design, bidding, and construction services for the East Aurora WWTP upgrades, as described in I. Project Description/Understanding above.

Task 1 – Final Design

The Team will provide the following design services:

A. Site Visit

The Team will perform one initial site visit with County staff to the EA WWTP to further observe existing field conditions and identify/discuss any issues that must be resolved prior to completion of the design. The site visit will also be used to review project goals, requirements, information needs, and other project requirements.



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Term Agreement – Sewer District 8 – East Aurora WWTP Upgrades

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B. Prepare Contract Documents/ Design Review Meetings

The Team will prepare the necessary Contract Documents (drawings and specifications) for the all portions of the project with the necessary detail needed to complete construction of the work described in I. Project Description/Understanding. Contract Documents will include the following:

1. Detailed design drawings showing the character and scope of the work to be performed and the location and dimensions of project components.
2. Boiler Plate and Technical specifications for materials and performance of the Contractor's work.


The Team will attend two design review meetings with the County personnel at the approximate 50% and 100% completion points, to review progress and allow opportunity for the County staff to provide input to the design. The Team will provide 50% and 100% complete Contract Drawings and Specifications and preliminary construction cost estimates to the County for review and comment two weeks prior to the scheduled design review meetings. Comments provided by the County during the design review meetings will be addressed as appropriate in the subsequent design submittals. A separate Engineering Design Report will not be provided.

Following the 100% design review meeting, the Team will incorporate any necessary changes to the Contract Documents, as appropriate, and provide final bidding documents in accordance with our term agreement.

Task 2 – Bidding Assistance

To assist County in the bidding of the construction contracts for the EA WWTP Upgrades Project, our Team will provide the following services:

- Prepare responses to all technical questions during the bidding process relative to the Contract Documents prepared by the Design Team.
- Attend a pre-bid meeting with the County and prospective bidders.
- Prepare all addenda to the Contract Documents, as required.
- Perform an evaluation of the bids including reviewing the bid prices, and investigating the past work record of the lowest, responsive bidders.



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Task 3 – Construction Phase Services

Our Team will provide the following construction administration services during construction of the project:


- Attend a pre-construction meeting with the County and the contractors.
- Review and respond to all shop, construction, and erection drawings.
- Issue necessary interpretations and/or clarifications of the Contract Documents and technical issues encountered during construction relative to the Contract Documents.
- Assist in the preparation and review of costs for change orders required for the proper execution and progress of the work.
- Provide decisions as to the acceptability of the completed work, as observed.
- 200 Hours of construction inspection services are included in this proposal.
- Provide two site visits by a field engineer during construction for each discipline (one interim and one punchlist visit) to observe and report on the Contractor's operations and performance of work.
- Conduct a final inspection of the facilities during the startup phase to assist in determining that the completed work is in conformance with the Contract Documents.
- Review and transmit the County equipment manuals provided by equipment manufacturers.
- Conduct two post operation maintenance site visits with the County to observe the operation of the facilities.

Produce and transmit to the County, "as-built" record drawings , along with one electronic copy of the record drawings on CD-ROM in AutoCAD 2014.

III. PROPOSED SCHEDULE

Our Team proposes to complete the scope of services, described in II. Scope of Services above, in accordance with the following estimated project schedule durations from the notice to proceed:

- Perform Site Visit - within 2 weeks following Notice to Proceed.
- Prepare 50% Design Documents - 4 weeks following site visit.
- Prepare 100% Design Documents - 3 weeks following receipt of County comments.
- Bidding Assistance – 2 weeks following advertisement of project.
- Construction Administration – 1 to 2 months following Contractor's Notice to Proceed.



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IV. ESTIMATED COST

Our Teams total estimated cost to provide the engineering services described in II. Scope of Services above is \$40,640.00.

A detailed breakdown of these costs is presented in Attachment A.

We look forward to working with you on this important County project. Should you have any questions, please feel free to contact me at your convenience.

Very truly yours,
DiDonato Associates, P.E., P.C.



John DiDonato, P.E.
Principal

COST SUMMERY FORMAT FOR ENGINEERING SUBAGREEMENTS				
PART I - GENERAL				
1. OWNER	Erie County Department of Environment and Planning		2. PROJECT NO.	East Aurora WWTP Upgrades
3. NAME OF ENGINEER	DiDonato Associates, P.E., P.C.		4. DATE OF PROPOSAL	9/4/2015
5. ADDRESS OF ENGINEER (Include Zip Code)	689 Main Street, Buffalo, NY 14203		6. TYPE OF SERVICE TO BE FURNISHED	
			Additional Tasks	
PART II - COST SUMMARY				
7. DIRECT LABOR (specify labor categories)	ESTIMATED HOURS	HOURLY RATE	ESTIMATED COST	TOTALS
Principal	0	\$51.00	\$0	
QMA Value Engineer	10	\$40.00	\$400	
Design Engineer ASCE V	114	\$32.00	\$3,648	
Design Engineer ASCE IV	0	\$24.00	\$0	
Cadd Operator II	0	\$19.00	\$0	
Technician Grade III	58	\$19.00	\$1,102	
Technician Grade II	16	\$19.00	\$304	
NICET Inspector Level III	200	\$37.00	\$7,400	
Technical Typist	0	\$14.00	\$0	
DIRECT LABOR TOTAL				
8. INDIRECT COSTS (specify indirect cost pools)	RATE	X BASE	ESTIMATED COST	
Overhead	14	\$12,854	\$17,996	
INDIRECT COST TOTAL				\$17,996
9. OTHER DIRECT COSTS			ESTIMATED COST	
a. travel, reproduction, postage, photos, etc.			\$800	
TRAVEL SUBTOTAL			\$800	
b. EQUIPMENT, MATERIALS, SUPPLIES (specify categories)	QTY	COST	ESTIMATED COST	
EQUIPMENT SUBTOTAL			\$0	
c. SUBCONTRACTS			ESTIMATED COST	
Buffalo Engineering			\$4,705	
			\$0	
SUBCONTRACTS SUBTOTAL			\$4,705	
d. OTHER (specify categories)			ESTIMATED COST	
OTHER SUBTOTAL			\$0	
e. OTHER DIRECT COSTS TOTAL			\$5,505	
10. TOTAL ESTIMATED COST				\$36,354
11. PROFIT 13 % on all but 9C. 5% on 9a, 9b., an	\$4,010	+	\$275	\$4,286
12. TOTAL PRICE				\$40,640

