



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

October 3, 2025

Erie County Legislature
92 Franklin Street – 4th Floor
Buffalo, NY 14202

**RE: Erie County Sewer District No. 4 Engineering Term Contract Agreement Brown
& Caldwell Work Order: BC-4**

Dear Honorable Members:

Enclosed please find a memorandum from the Department of Environment and Planning, Division of Sewerage Management, for the issuance of a work order as authorized by the Erie County Legislature, related to 3-year Term Agreements.

Should your Honorable Body require further information, I encourage you to contact Joseph Fiegl, P.E. in the Division of Sewerage Management. Thank you for your consideration in this matter.

Sincerely yours,

A handwritten signature in blue ink, reading "Mark C. Poloncarz".

Mark C. Poloncarz, Esq.
Erie County Executive

MCP:mas
Enclosure

cc: J. 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 District No. 4 Engineer Term Contract Agreement Brown & Caldwell Work Order: BC-4
Date: October 3, 2025

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 with Brown & Caldwell for the Erie County Sewer District (ECSD) No. 4 in an amount not to exceed \$38,919.54.

FISCAL IMPLICATIONS

There will be no impact to the County's General Fund. The cost of the engineering work related to this communication will be paid from ECSD No. 4 Capital Account C.17401.

REASONS FOR RECOMMENDATION

The Division of Sewerage Management has issued work order BC-4 to Brown & Caldwell to provide engineering services associated with evaluating the existing flow metering device used for intermunicipal billing between ECSD No. 4 and the Buffalo Sewer Authority.

BACKGROUND INFORMATION

Your Honorable Body passed Legislative Comm. 16E-11 (2022) authorizing a 3-year Term Agreement with Brown & Caldwell for Engineering Services for small and/or time critical projects. 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 engineering services required to complete various initiatives throughout the Erie County Sewer Districts. Brown & Caldwell will prepare a Technical Memorandum summarizing the evaluation of the existing metering device and three alternative solutions for the intermunicipal metering device at Nash Road in ECSD No. 4.

CONSEQUENCES OF NEGATIVE ACTION

This is a receive and file item.

STEPS TO FOLLOW APPROVAL

This is a receive and file item.

COMPTROLLER'S OFFICE REVIEW

The proposed action has been reviewed by the Comptroller's Office and is related to an authorized capital account for which there are sufficient appropriations for the action proposed.

Signed Timothy C. Callan Date 9/16/25
Title Timothy C. Callan, PhD
Deputy Comptroller

Erie County Sewer District No. 4
Work Order: BC-4
Capital Account No. C.17401

**ERIE COUNTY SEWER DISTRICT No. 4
WORK ORDER NO. BC-4**

ENGINEER: Brown & Caldwell

CONTRACT DATE: November 17, 2022

1. Title of Proposal:

Flow Metering Evaluation – Nash Rd

2. Company/Address/Principal In-Charge:

Lauren Spink, P.E.
Brown & Caldwell
247 W Fayette Street
Suite 204
Syracuse, NY 13202

3. Effective Dates of Proposal:

September 16, 2025

4. Brief Description of Work for Which Proposal is Submitted:

Brown & Caldwell will prepare a Technical Memorandum summarizing the evaluation of the existing metering device and three alternative solutions for the intermunicipal metering device at Nash Road in ECSD No. 4, as detailed in their scope of work, provided by an email, dated August 21, 2025

5. Engineering Cost:

\$38,919.54

6. Source of Funds: ECSD No. 4 Capital Account C.17401

7. Project No: BC-4

8. Attachments: B&C Scope of Work dated 8/21/2025 (3 pages)

9. File: 0.3.2. B&C (23-25) Eng

DATE: September 16, 2025

Accepted By: _____

Prepared By: _____
Matt A. Salah, P.E.

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

**ERIE COUNTY SEWER DISTRICT No. 4
WORK ORDER NO. BC-4**

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

TO: COMPTROLLER'S OFFICE

PROPOSED RESOLUTIONS REQUIRING RULE 55

CONTRACT APPROVAL CHECKLIST
CONFIRMATION OF AVAILABILITY OF FUNDS IN CAPITAL PROJECTS

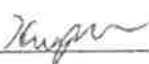
REQUESTING DEPARTMENT

COMPLETE ITEMS 1 THROUGH 5

- | | | |
|----|--------------------|---|
| 1. | CONTRACTOR'S NAME | <u>Brown & Caldwell</u> |
| 2. | AMOUNT OF CONTRACT | <u>\$39,919.54</u> |
| 3. | PROJECT NUMBER | <u>C.17401</u> |
| 4. | PROJECT TITLE | <u>Engineering Term Agreement</u>
<u>Work Order No. BC-4</u> |
| 5. | DEPARTMENT CONTACT | <u>Beth Pfalzer x6144</u> |

COMPTROLLER'S OFFICE

COMPLETE ITEMS 6 AND 7

- | | | |
|------------------------------------|-----------------------|--|
| 6. | AVAILABILITY OF FUNDS | <u>\$3,800,376.84</u> |
| 7. | PERFORMED BY | <u></u> |
| Date Sent to Comptroller's Office: | | <u>September 16, 2025</u> |

[55 compt_10]

DATE: 9/16/2025

1) IS THE REASON FOR THIS CONTRACT CONSISTENT WITH THE PURPOSE OF THE PROJECT: YES X NO

2) PROJECT AVAILABLE APPROPRIATION

Comments: There is currently no cash in the project.

Request Approved: T. C. O.

Request Denied: _____

Date: 9/16/25

Project Budget Consumption

Variation Characteristics
 * Fund
 * Funds Center
 * Funded Program
 * Fiscal Year

Variation: Fund
 * Fund
 * 310 Debt Service
 * 430 Sewer Cap. Projects

Project Budget Consumption Report Date: 09/16/2025 Page: 1 / 4

Fund/Group	430				
Funds Center					
Funded Program C.17401					
Commitment Item	Original Budget	Adjustments	Current Budget	Commitment	Actuals
430000 31-Optical Cables					100,000.00-
430070 31-Optical Cables					324,422.81-
430000 31-Optical Cables	6,000,000.00-		6,000,000.00-		1,726,236.38-
430000 31-Optical Cables		340,000.00-	340,000.00-		140,000.00-
Revenue	6,000,000.00-	340,000.00-	6,340,000.00-		2,290,655.19-
310070 31-Optical Cables	6,000,000.00	340,000.00	6,340,000.00	225,522.06	2,314,101.10
Expense	6,000,000.00	340,000.00	6,340,000.00	225,522.06	2,314,101.10
Commitment Item				225,522.06	23,441.01

Capital Trial Balance

Reports
 * Capital Trial Balance
 * Debt Trial Balance
 * CBOG Trial Balance
 * Project Consumption Debt Trial Balance

Variation Characteristics
 * Funded Program
 * Fund

Variation: Fund
 * 230231-001 Section 0004
 * 430 Sewer Cap. Projects

Capital Trial Balance

Date Printed: 09/16/2025 Click:100 Page: 2 of 2

Fund: 400...555 Fiscal Year: 2025 Project: C.17401 ECSD No 4 Inc & Exp 4M

Period: 1 to 9

Account	Original Budget	Adjustments	Current Budget	Commitment	Actuals
171000 001-001-001-001	50,000.00		50,000.00		
171000 001-001-001-001	20,879.72-		20,879.72-		
171000 001-001-001-001	6,535.10-		6,535.10-		
171000 001-001-001-001	7,882.10-		7,882.10-		
171000 001-001-001-001	17,059.08		17,059.08		
Balance Sheet					
430000 31-Optical Cables	100,000.00-		100,000.00-		
430070 31-Optical Cables	307,213.37-		307,213.37-		
430000 31-Optical Cables	1,572,215.82-		1,572,215.82-		
430000 31-Optical Cables	140,000.00-		140,000.00-		
Revenue	2,115,429.19-		2,115,429.19-		
310070 31-Optical Cables	2,104,231.11		2,104,231.11		
Expense	2,102,231.11		2,102,231.11		
Total			12,090,621.24	12,090,621.24-	