



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

October 17, 2025

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

RE: Erie County Sewer District No. 8 Engineering Term Contract Agreement LaBella Associates Work Order: LAB-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 on this matter.

Sincerely yours,

A handwritten signature in black ink, reading "Mark C. Poloncarz", with a long horizontal flourish extending to the right.

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. 8 Engineer Term Contract Agreement LaBella Associates Work Order: LAB-4
Date: October 17, 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 LaBella Associates for Erie County Sewer District (ECSD) No. 8 in an amount not to exceed \$74,985.00.

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 Capital Account No. C.00071.

REASONS FOR RECOMMENDATION

The Division of Sewerage Management (DSM) has issued work order LAB-4 to LaBella Associates to provide Construction Administration – Task 2 services, to assist with electrical system upgrades associated with the East Aurora Water Resource Recovery Facility (WRRF) in ECSD No. 8.

BACKGROUND INFORMATION

Your Honorable Body passed Legislative Comm. 16E-11 (2022) authorizing a 3-year Term Agreement with LaBella Associates for engineering services for small and/or time critical projects. At the time of the award, the DSM 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 ECSDs. As part of work order LAB-4, LaBella Associates will provide engineering administration services during construction activities associated with the upgrade of various electrical components at the East Aurora WRRF in ECSD No. 8. This work order is the last of the phased approach for upgrades at this location.

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 project for which there are sufficient appropriations for the action proposed.

Signed Timothy C. Callan Date 10/3/25
Title Timothy C. Callan, Ph.D.
Deputy Comptroller

Erie County Sewer District No. 8
Work Order: LAB-4
Capital Account No. C.00071

**ERIE COUNTY SEWER DISTRICT NO. 8
WORK ORDER NO. LAB-4**

ENGINEER: LaBella Associates

CONTRACT DATE: November 21, 2022

1. Title of Proposal:

Construction Administration – Electrical System Improvements at the East Aurora WRRF in ECSD No. 8.

2. Company/Address/Principal In-Charge:

Michael Rogalski, P.E.
LaBella Associates
300 Pearl St., Suite 130
Buffalo, NY 14202

3. Effective Dates of Proposal:

October 2, 2025

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

LaBella Associates will provide Construction Administration, Task 2 services that consists of a pre-construction activities and review of shop drawings submittals to upgrade various electrical components, including the backup generation system, at the East Aurora WRRF in ECSD No. 8. See LaBella's letter, dated July 16, 2025.

5. Engineering Cost: \$ 74,985.00

6. Source of Funds: Capital Account No. C.00071

7. Project No: LAB-4

8. Attachments: LaBella's letter, dated 7/16/2025 (5 pages)

9. File: 0.3.2. LaBella (23-25) Eng.

DATE: October 2, 2025

Accepted By: _____

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

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 LaBella Associates
2. AMOUNT OF CONTRACT \$74,985.00
3. PROJECT NUMBER C.00071
4. PROJECT TITLE Engineering Term Agreements
Work Order LAB-4
5. DEPARTMENT CONTACT Beth Pfalzer x6144

COMPTROLLER'S OFFICE

COMPLETE ITEMS 6 AND 7

6. AVAILABILITY OF FUNDS \$503,934.39
7. PERFORMED BY *Thyff*
- Date Sent to Comptroller's Office: October 2, 2025

[55 compt_10]

OFFICE OF THE COMPTROLLER REVIEW

DATE: 10/3/2025

PROJECT TITLE: C.00071 ECSD #8 E Aurora

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

IF NO, RETURN THIS REQUEST TO THE DEPARTMENT
IF YES, COMPLETE THE FOLLOWING VERIFICATION

2) PROJECT AVAILABLE APPROPRIATION

Total Project Revenues	\$ <u>6,033,936.03</u>
Total Project Appropriations	\$ <u>6,174,261.00</u>
Less: Total Expenditure To Date	\$ <u>5,670,326.61</u>
Less: Total Commitments	\$ <u> -</u>
Available Appropriations As Of Date Of Request	\$ <u>503,934.39</u>
Less: Contract Amount	\$ <u>74,985.00</u>
Net Available Appropriations	\$ <u><u>428,949.39</u></u>

Comments: There is \$363,609.42 cash in the project.

Request Approved: T. J. CCA

Request Denied: _____

Date: 10/3/25

Project Budget Consumption

Project Budget Consumption Report Date: 10/03/2025 Page: 1 / 4

Project Budget Consumption Report Date: 10/03/2025 Page: 1 / 4				
Fund/Group	Funds Center	Funded Program	Fiscal Year	
430	ECSD 66 E Aurora Inc & Tap 64H 2008			
Commitment Item	Original Budget	Adjustments	Current Budget	Commitment
159670 State Aid - Other				244,573.87
159670 From Co. Obligations				1,330,606.66
159670 Gen Collg Road Proj	4,000,000.00		4,000,000.00	
159670 San State Property				2,525,425.00
159670 Road Proj - RT200		2,174,261.00	2,174,261.00	1,911,330.50
159670 Total RT200 Subsidy				6,031,936.03
* Revenue	6,000,000.00	2,174,261.00	6,174,261.00	
159670 RT200 Cap and Maint				5,406,437.61
159670 Interfund Transf Sub		169,625.00	169,625.00	263,089.00
CAPITAL PROJECTS	4,000,000.00	2,004,636.00	6,004,636.00	
* Expense	4,000,000.00	2,174,261.00	6,174,261.00	
** Commitment Item				363,409.42

Capital Total Balance

Capital Total Balance

Date Printed: 10/03/2025 Page: 2 of 2				
Fund(s)	Fiscal Year	Project	ECSD 66 E Aurora Inc & Tap 64H 2008	
430, 335	2025	Period: 1 to 10		
Account	Balance	YTD Debit	YTD Credit	End Bal
11000 CASH CONTROL ACCOUNT	431,301.48	2,374,238.44	2,451,210.63	363,409.42
12000 DEBIT FOR THE OTHER YEAR		2,374,238.44	2,374,238.44	
20000 ACCOUNTS PAYABLE CONTROL	2,380.35	2,374,238.44	2,374,238.44	
20200 60/18 ACCOUNT	2,380.35	2,374,238.44	2,374,238.44	
202100 ACCOUNTING TRANSFER		4,001,325.96	6,076,006.66	
24000 BANK ATTENTION AREA - 1000 CAP				
30000 UNRECOVERED TRANSACTIONS FROM BALANCE				
* Balance Sheet	431,301.48	21,316,775.23	21,353,467.49	363,409.42
40000 STATE AID - OTHER				
44000 FUNDING OF OBLIGATIONS - BOND	264,573.87			264,573.87
47000 FEDERAL OBLIGATION BOND PROCEEDS	1,330,606.66			1,330,606.66
47000 SAN SALE PROCEEDS				
470000 BOND PROCEEDS - STATE	2,525,425.00			2,525,425.00
470000 BOND PROCEEDS - STATE	1,911,330.50			1,911,330.50
* Revenue	6,031,936.03			6,031,936.03
31000 PROFESSIONAL SERVICE CONTRACTS AND FEES	5,406,437.61			5,406,437.61
32000 INTERFUND TRANSFER (EXPENSE)	263,089.00			263,089.00
* Expenditure	5,669,526.61			5,669,526.61
** Total		21,353,467.49	21,353,467.49	