



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

January 16, 2026

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

RE: SUNY Erie Community College North Campus ECC North Campus Sports Playing Fields – Term Agreement - Amendment

Dear Honorable Members:

The Department of Public Works (DPW) entered into a contract with Wendel WD Architecture, Engineering Surveying and Landscape Architect on October 17, 2023 per COMM 14E-20 (2023), for Professional Architectural & Engineering Services at Erie Community College North Campus for the development of the Sport Playing Fields Masterplan.

This resolution is also requesting authorization to enter into an Agreement Amendment with Wendel WD Architecture, Engineering Surveying and Landscape Architect to increase their A/E base fee for design of Phase 2 of the ECC North Sports Fields Project. The County will receive 50% reimbursement from New York State for this project.

Should your Honorable Body require further information, I encourage you to contact Commissioner William E. Geary, Jr., at the Department of Public Works. Thank you for your consideration on this matter.

Sincerely yours,

A handwritten signature in black ink that reads "Mark C. Poloncarz". The signature is fluid and cursive, with a long horizontal stroke at the end.

Mark. C. Poloncarz, Esq.
Erie County Executive

MCP/ks
Enclosure

cc: William E. Geary, Jr., Commissioner, Department of Public Works

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Public Works
Re: Professional Architectural & Engineering Services Agreement
Date: January 16, 2026

SUMMARY

The Department of Public Works advertised for Professional Architectural & Engineering Services for assistance in projects, as requested by DPW, at the Erie Community College North Campus for the development of the Sport Playing Fields Masterplan. Wendel WD Architecture, Engineering Surveying and Landscape Architect (Wendel) was selected on a term agreement basis, through DPW's consultant selection process, to provide these consulting services per COMM 14E-20 (2023).

At this time, The Department of Public Works (DPW) is seeking approval for additional funding for this Term Agreement to support projects necessary to fulfill the design objectives per the needs of the ECC Athletics Department as outlined in the Masterplan in accordance with the anticipated Phase 2 of the Athletic Fields Project at the North Campus of Erie Community College.

The Commissioner of Public Works is, therefore, recommending that the Erie County Legislature authorize the County Executive to approve the Additional Funding request and enter into an agreement amendment with Wendel.

FISCAL IMPLICATIONS

Funds for the project are currently available from the approved, as adopted Erie County Capital Budgets, Fund 480, Funds Center 122 as follows:

E.25002	ECC North Sports Field Improvements – Phase 3	\$ 200,000
Total Payment not to Exceed:		\$ 200,000

The County will receive 50% reimbursement from New York State for this project.

Consultant billing would be on an hourly basis according to the approved rate schedule per their proposal unless an agreed upon work scope and fee can be determined prior to beginning any services.

REASONS FOR RECOMMENDATION

To support the current Phase of the project, currently under construction, additional funding are needed for design of Phase 2 to design supporting amenities around the new athletic field to be compliant with NCAA regulations, including bathrooms, locker rooms, concessions and storage areas. All work as part of Phase 2 will be in coordination with the larger Masterplan for the 116

acre parcel where the field is located, which was performed by Wendel as part of the original term agreement

Approval of additional funding will allow for the necessary design work to support the next phase of the project.

BACKGROUND INFORMATION

The Erie County Community College at the North Campus currently has approximately 116 acres of unused open grass area north of the campus that would be an ideal fit for upgraded athletic fields. The Department of Public Works, along with Wendel and SUNY Erie Community College, are near completion of the newly renovated sports field. As this project comes too completion the college has identified additional improvements and facilities necessary to continue the development of this area not only their athletes but also use by surrounding municipalities and organizations.

CONSEQUENCES OF NEGATIVE ACTION

If this approval is not authorized, the college will be forced to operate with inadequate facilities for its students and athletic programs. It also would not be fully compliant with NCAA regulations if funding is not approved.

STEPS FOLLOWING APPROVAL

Upon Legislative approval, the County Executive will execute an Agreement Amendment with Wendel for the project to increase their base fee by a total amount not to exceed \$200,000.

COMPTROLLER'S OFFICE REVIEW

The proposed legislation 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.

Handwritten signature of Timothy C. Callan in blue ink, with the date 12/5/25 written to the right.

Timothy C. Callan
Deputy Comptroller
Comptroller's Office

E.25002 ECC North Sports Field Improvements – Phase 3

File Copy (DPW Resolution BG_Wendel ECCN Term Add funds.docx)

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF PUBLIC WORKS**

RE: SUNY Erie Community College North Campus ECC North Campus Sports Playing Fields – Term Agreement

WHEREAS, the County of Erie previously entered into a Term Agreement with Wendel WD, Architects, Engineering, Surveying, and Landscape Architects, PC for design and construction administration services for the SUNY Erie Community College North Campus ECC North Campus Sports Playing Fields Project per COMM. 14E-20 (2023); and

WHEREAS, the Department of Public Works (DPW) desires to increase the funding for the SUNY Erie Community College North Campus ECC North Campus Sports Playing Fields – Term Agreement with Wendel for design services related to the next phase (Phase 2) of the overall project; and

WHEREAS, Phase 1 construction includes the installation of the athletic field and bleachers is currently ongoing with planned completion in Spring of 2026; and

WHEREAS, Phase 2 design will support the construction of the field providing the necessary amenities including storage areas, locker rooms, concessions and bathrooms in compliance with NCAA regulations; and

WHEREAS, all athletic field improvements for all Phases will be available to not only ECC athletes but also are anticipated to be used by local municipalities and organizations.; and

WHEREAS, the County Executive is requesting authorization to enter into Agreement Amendment with Wendel WD, Architects, Engineering, Surveying, and Landscape Architects, PC to provide professional architectural and engineering services for the SUNY Erie Community College North Campus ECC North Campus Sports Playing Fields – Phase 2.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the County Executive or Deputy County Executive to enter into an agreement amendment with Wendel WD, Architects, Engineering, Surveying, and Landscape Architects, PC to increase their base design fee of the SUNY Erie Community College North Campus ECC North Campus Sports Playing Fields – Term Agreement to allow a Phase 2 design fee with associated design contingency of an amount not to exceed \$200,000; and be it further

RESOLVED, that authorization is hereby given for a design contingency to be included as part of the Phase 2 work in the amount of \$61,695.00; and be it further

RESOLVED, that sufficient funding for the Amendment is available in Fund 480, Funds Center 122, Capital Project E.25002 - ECC North Sports Field Improvements – Phase 3 in the amount of \$200,000.00; and it be further

RESOLVED, that two certified copies of this resolution be sent to the Department of Public Works, Commissioner's Office and one copy each to the County Executive's Office, Comptroller's Office, Division of Budget and Management, and Erie Community College of the Chief Administrative and Financial Officer.

TO: TIMOTHY CALLAN, 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 | Wendel WD Architecture, Engineering,
Surveying and Landscape Architect |
| 2. AMOUNT OF CONTRACT | Not to exceed \$ 200,000.00 |
| 3. PROJECT NUMBER | E.25002 ECC North Sports Field
Improvements – Phase 3 |
| 4. PROJECT TITLE | Erie County College, North Campus, Sports
Playing Fields Project – Phase 2 |
| 5. DEPARTMENT CONTACT | Funding questions: Kristofer Straus x7294
Letter pickup: Christy Weber at x8301 |

COMPTROLLER'S OFFICE

COMPLETE ITEMS 6 AND 7

- | | |
|------------------------------------|---|
| 6. AVAILABILITY OF FUNDS | \$ 1,222,829.00 |
| 7. PERFORMED BY |  |
| Date Sent to Comptroller's Office: | December 4, 2025 |

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