



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

January 30, 2026

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

**RE: Erie County Sewer District No. 4
Engineer Term Contract Agreement
GHD Consulting Services, Inc.
Work Order: GHD-1**

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:ms
Enclosure

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 District No. 4 Engineer Term Contract Agreement GHD Consulting Services, Inc. Work Order: GHD-1
Date: January 30, 2026

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 GHD Consulting Services, Inc. for Erie County Sewer District (ECSD) No. 4 in the amount not to exceed \$21,224.20.

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 the Sewer Fund Operating Budget; Sewer Professional Services Account 516020 of Erie County Sewer District No. 4.

REASONS FOR RECOMMENDATION

The Division of Sewerage Management has issued work order GHD-1 to GHD Consulting Services, Inc. to provide Engineering services to develop bidding alternates for various components and assist in the bid process for the Depew Pumping Station improvements project in ECSD No. 4.

BACKGROUND INFORMATION

Your Honorable Body passed Legislative Comm. 19E-8 (2025) authorizing a 3-year Term Agreement with GHD Consulting Services, Inc. for engineering services related to 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. This work order will provide bidding alternates to optimize the available budget for the Depew Pumping Station and prioritize improvements to be implemented, and assist in the bid process for the aforementioned project in ECSD No. 4. This work order is part of a phased approach for improvements 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.

**ERIE COUNTY SEWER DISTRICT NO. 4
WORK ORDER NO. GHD-1**

ENGINEER: GHD Consulting Services, Inc.

CONTRACT DATE: November 6, 2025

1. Title of Proposal:

ECSD #4 – Depew Pumping Station - Bidding Alternates and Bid Process Assistance

2. Name and Business Address of Proposer:

Casey W. Cowan, P.E.
GHD Consulting Services, Inc.
285 Delaware Avenue
Suite 500
Buffalo, NY 14202

3. Effective Dates of Proposal:

January 5, 2026

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

The engineer will provide Engineering services to develop bidding alternates for various components and assist in the bid process for the Depew pumping station improvements project in ECSD No. 4, as detailed in the attached letter, dated July 7, 2025.

5. Engineering Cost: \$21,224.20

Source of Funds: Sewer Fund Operating Budget; Sewer Professional Services Account 516020 of Erie County Sewer District No. 4.

5. Project No: GHD-1

6. Attachments: GHD letter, dated 7/7/25 (8 pages)

7. File: 0.3.2. GHD (26-28) Eng.

DATE: January 5, 2026

Accepted By: _____

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

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