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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

February 17, 2026

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

RE: LaBella Associates Agreement Authorization

Dear Honorable Members:

Please find enclosed a resolution from the Department of Environment and Planning seeking legislative authorization to execute a professional services agreement with LaBella Associates for up to \$6,100 to prepare a Brownfield Site Management Plan for 303 Woodward Avenue. This site management plan is a regulatory requirement of the New York State Department of Environmental Conservation.

Should your Honorable Body require further information, please contact Deputy Commissioner Bonnie Lawrence. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/nb
Enclosure

cc: Daniel R. Castle, AICP, Commissioner of Environment and Planning
Bonnie Lawrence, Deputy Commissioner of Environment and Planning

MEMORANDUM

To: Honorable Members of Erie County Legislature
From: Department of Environment and Planning
Re: CAPA Strategies Agreement Authorization
Date: February 17, 2026

SUMMARY

It is recommended that the Erie County Legislature authorize the County Executive or Deputy County Executive to execute a professional services agreement with LaBella Associates for up to \$6,100 to prepare a site management plan for the brownfield, which is owned by Erie County, located at 303 Woodward Avenue in Tonawanda. This site management plan is a regulatory requirement of the New York State Department of Environmental Conservation (NYSDEC).

FISCAL IMPLICATIONS

The contract would be funded by the 2026 Department of Environment and Planning Professional Services budget (account #516020).

REASONS FOR RECOMMENDATION

Completion of the site management plan is a regulatory requirement of NYSDEC. LaBella Associates is experienced in this work and was procured in compliance with purchasing rules.

CONSEQUENCES OF NEGATIVE ACTION

The County will not contract with LaBella Associates and will be unable to meet this regulatory requirement in a timely manner.

STEPS FOLLOWING APPROVAL

Upon approval of this resolution, the County Executive or the Deputy County Executive will execute a professional services agreement with LaBella Associates.

RESOLUTION SUBMITTED BY
DEPARTMENT OF ENVIRONMENT AND PLANNING

RE: LaBella Associates Agreement Authorization

WHEREAS, the County oversaw the clean-up of the brownfield at 303 Woodward Avenue in Tonawanda and owns the site; and

WHEREAS, the New York State Department of Environmental Conservation has notified the County that a Site Management Plan is required for the site; and

WHEREAS, LaBella Associates is experienced in successfully preparing the needed documents; and

WHEREAS, the Erie County Department of Environment and Planning followed purchasing guidelines to secure a proposal from LaBella Associates; and

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the County Executive or Deputy County Executive to execute a professional services contract with LaBella Associates for an amount not to exceed \$6,100; and be it further

RESOLVED, that sufficient funding exists within the Department of Environment and Planning' s 2026 Operating Budget (Fund 110, Funds Center 16210) Account # 516020 – Professional Services; and be it further

RESOLVED, that certified copies of this resolution shall be furnished to the Erie County Executive's Office, Division of Budget and Management; and Department of Environment and Planning.