



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

March 6, 2026

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

RE: County-wide Roof Replacement and Exterior Waterproofing Term Agreement

Dear Honorable Members:

This resolution requests authorization for the County Executive to enter into an Agreement with DiDonato Associates and the CPL Team for the A/E services for the County-wide Roof Replacement and Exterior Waterproofing Term Agreement project. Qualifications and proposals were received by the Department of Public Works on July 3, 2025.

This project involves professional design services for County-wide Roof Replacement and Exterior Waterproofing at various Erie County buildings as services are required.

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,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/nt
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: County-wide Roof Replacement and Exterior Waterproofing Term Agreement
Date: March 6, 2026

SUMMARY

The Department of Public Works (DPW) advertised for A/E services for the County-wide Roof Replacement and Exterior Waterproofing Term Agreement project. Qualifications and proposals were received by DPW on July 3, 2025. DPW is requesting authorization for the County Executive to enter into a three (3)-year Term Agreement, with the possibility of two, one (1)-year extensions with DiDonato Associates and the CPL Team for these services.

This project will provide on-call professional design services related to roof replacement and building envelope repairs, rehabilitation and/or replacement, applicable at all County-owned buildings as assigned. Services to be provided are on-call for the Erie County Department of Public Works (DPW), and/or any other Erie County Department by request. Location of assignments for services will be as directed by DPW. The work may include, but is not limited to, building exterior components, masonry and/or building façades, doors, windows, skylights, roofing, caulking, waterproofing, masonry repair and repointing, and miscellaneous related work to the buildings

FISCAL IMPLICATIONS

Funds for the project are currently available from the approved Capital Budget, Funds Center 122, Fund 410, as follows:

A.23001 – Roof Replacement and Exterior Waterproofing (Countywide)	\$500,000.00
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Each assignment will be approved on a lump-sum basis negotiated based on the agreed-upon work scope prior to beginning any services, or on an on-call basis based on the hourly rate according to the rate schedule per their proposal.

REASONS FOR RECOMMENDATION

This contract will provide the means to respond timelier to address existing roof systems that have exceeded their useful lives, out of warranty and/or are causing disruption to County Services and to reduce maintenance costs associated with temporary “stop-gap” measures to keep the buildings weather tight.

BACKGROUND INFORMATION

The County has over forty buildings with roofing systems of various ages and construction. The existing roof systems and exterior systems may be out of warranty or approaching end of warranty.

CONSEQUENCES OF NEGATIVE ACTION

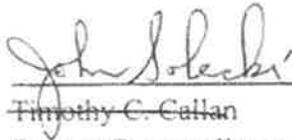
If this approval is not obtained, roof replacement and exterior waterproofing work at County owned buildings will lead to longer timeframes to address water compromised buildings which will lead to further deterioration of the buildings, possible damage to physical and possible disruption to critical County Services.

STEPS FOLLOWING APPROVAL

Upon Legislative approval, the County Executive will enter into a three (3) year Term Agreement with the firm DiDonato Associates and the CPL Team in a total amount not to exceed \$500,000.

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.



Timothy C. Callan

Deputy Comptroller

Comptroller's Office

A.23001– Roof Replacement and Exterior Waterproofing (Countywide)
File Copy (DPW Resolution_BG County-Wide Roof + Ext WP Term Agreement.docx)

A RESOLUTION SUBMITTED BY:
DEPARTMENT OF PUBLIC WORKS

RE: County-wide Roof Replacement and Exterior Waterproofing Term Agreement

WHEREAS, the Department of Public Works (“DPW”) has identified the need for on-call professional design services for future necessary County-wide Roof Replacement and Exterior Waterproofing capital improvement projects; and

WHEREAS, DPW received A/E professional design qualifications and proposals for the County-wide Roof Replacement and Exterior Waterproofing Term Agreement on July 3, 2025; and

WHEREAS, a review of qualifications evaluated each firm’s expertise, experience, and manpower to provide the required services; and

WHEREAS, it has been determined via the County’s consultant selection process that DiDonato Associates and the Clark Patterson Lee (CPL) Team has the appropriate expertise and resources to provide such services as required; and

WHEREAS, each assignment will be approved on a lump-sum basis negotiated based on the agreed-upon work scope prior to beginning any services, or on an on-call basis based on the hourly rate according to the rate schedule per their proposal; and

WHEREAS, there are many County Buildings that are in need of upcoming repairs, are outside of their useful life and/or have expired warranties.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature hereby authorizes the County Executive or Deputy County Executive to enter into a three (3)-year Term Agreement with DiDonato Associates and the CPL Team with the possibility of two, one (1)-year extensions, for providing professional architectural and engineering services for the County-wide Roof Replacement and Exterior Waterproofing Term Agreement for an amount not to exceed \$500,000.00, including a hazardous materials allowance and reimbursables; and be it further

RESOLVED, that such contract extensions are subject to Legislative approval; and be it further

RESOLVED, that the Comptroller’s Office be authorized to make payment for all the above from the following Capital Projects in the approved and adopted capital budgets, Fund 410, Funds Center 122:

<u>A.23001– Roof Replacement and Exterior Waterproofing (Countywide)</u>	
For a Total Amount Not to Exceed	\$ 500,000.00

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 and Division of Budget and Management.



ERIE COUNTY DEPARTMENT OF PUBLIC WORKS - BUILDINGS & GROUNDS
Erie County Countywide – Roof Replacement and Exterior Waterproofing Term Agreement
PROPOSAL REVIEW COMMITTEE RATINGS - SUMMARY

Proposer	Evaluation Criteria												Weighted Average Qualifications Score (0 - 10)	Qualifications Ranking								
	Understanding of Work to be Done			Staff Experience / Qualifications			Firm Experience with Similar Projects, and Quality of Any Past Experience with County			Organization and Scheduling					Percentage of M/WBE Participation							
	Weight = 30%			Weight = 30%			Weight = 20%			Weight = 15%					Weight = 5%							
	Committee Member Raw Score (0 - 10)	Avg Score		Committee Member Raw Score (0 - 10)	Avg Score		Committee Member Raw Score (0 - 10)	Avg Score		Committee Member Raw Score (0 - 10)	Avg Score				Committee Member Raw Score (0 - 10)	Avg Score						
#1	#2	#3	#1	#2	#3	#1	#2	#3	#1	#2	#3	#1	#2	#3								
Azar Design Co	8	8	8	8.00	7	7	7	7.33	6	6	6	6.33	8	8	8	8.00	9	9	9	9.00	7.25	3
C&S Companies	4	6	8	6.00	5	6	5	5.33	5	6	5	5.33	5	7	8	6.67	7	10	10	9.00	5.92	5
GPL Team	7	9	7	7.67	7	8	7	7.33	7	8	5	6.67	8	7	8	7.67	8	10	10	9.33	7.45	2
DiDonato Associates	5	8	8	7.00	8	8	8	8.00	8	9	8	8.33	8	9	7	8.00	9	10	10	9.67	7.85	1
EI Team	7	5	7	6.33	5	5	5	5.00	5	5	5	5.00	6	5	7	6.67	7	5	10	7.33	5.63	6
Popli Design Group	8	6	8	7.33	6	8	6	6.67	7	7	6	6.67	5	8	8	7.00	8	10	10	9.33	7.05	4
Trautman Associates	3	5	8	5.33	4	6	6	5.33	5	5	5	5.00	5	7	5	5.67	5	10	10	8.33	5.47	7

It is my opinion in recommending Firm Name, Address, City, KY ZIP, The Erie County Department of Public Works has complied with all applicable provisions of Section 19.08 of the Erie County Administrative Code. Scoring sheets and other materials related to this matter are available for review at the Department of Public Works' office during regular business hours.

[Signature]
 William J. [Name]
 Deputy County Executive

[Signature]
 [Name]
 Date: 12/16/15