



# ERIE COUNTY WATER AUTHORITY

## INTEROFFICE MEMORANDUM

To: Terrence D. McCracken, Secretary to the Authority

From: Dave Aubertine, Director, IT and Cybersecurity

Subject: 2 Year Contract Extension  
Labella GIS Technical Support  
ECWA Project No. 202000202

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The IT/GIS Department is requesting the execution of an extension to the Labella GIS Technical support contract via amendment to the contract. The amendment has been drafted by the Legal Dept. and review/agreed to by Labella Associates. The project will continue to consist of providing technical support for the Authority's GIS system on an as needed basis as per the original agreement.

The consultant shall be paid an hourly rate according to the rates contained within the Professional Services Contract. The total not to exceed fee for this contract is \$250,000.00. Continued funding for this project is included in the 2023 budget.

### **Budget Information (Budget Year: 2023):**

- Department: Information Technology
- Department Unit No: 8525 Information Technology
- Item No. 19      Payments to Contractors-Other

DWA:dwa  
Attachment  
cc: L. Kowalski  
J. Tomaka  
L. Lester  
M. Carney

ERIE COUNTY WATER AUTHORITY  
AUTHORIZATION FORM  
For Approval/Execution of Documents  
(check which apply)

<b>Contract:</b> <u>LA-003</u>	<b>Project No.:</b> <u>PN 20200202</u>
<b>Project Description:</b> <u>Geographic Information System (GIS) Technical Support</u>	

**Item Description:**

<input type="checkbox"/> Agreement	<input type="checkbox"/> Professional Service Contract	<input checked="" type="checkbox"/> Amendment	<input type="checkbox"/> Change Order
<input type="checkbox"/> BCD	<input type="checkbox"/> NYSDOT Agreement	<input type="checkbox"/> Contract Documents	<input type="checkbox"/> Addendum
<input type="checkbox"/> Recommendation for Award of Contract	<input type="checkbox"/> Recommendation to Reject Bids		
<input type="checkbox"/> Request for Proposals			
<input type="checkbox"/> Other _____			

**Action Requested:**

<input checked="" type="checkbox"/> Board Authorization to Execute	<input checked="" type="checkbox"/> Legal Approval
<input type="checkbox"/> Board Authorization to Award	<input checked="" type="checkbox"/> Execution by the Chairman
<input type="checkbox"/> Board Authorization to Advertise for Bids	<input type="checkbox"/> Execution by the Secretary to the Authority
<input type="checkbox"/> Board Authorization to Solicit Request for Proposals	
<input type="checkbox"/> Other _____	

**Approvals Needed:**

**APPROVED AS TO CONTENT:**

<input checked="" type="checkbox"/> Dir. of Cybersecurity & IT	<u>David Aubertine</u>	Date: <u>7/24/2023</u>
<input type="checkbox"/> Chief Operating Officer	<u>[Redacted]</u>	Date: <u>7/24/2023</u>
<input checked="" type="checkbox"/> Executive Engineer	<u>Joseph F. Koralik</u>	Date: <u>08/03/2023</u>
<input checked="" type="checkbox"/> Director of Administration	<u>Deborah J. Foster</u>	Date: <u>7/26/2023</u>
<input checked="" type="checkbox"/> Risk Manager	<u>Molly Sp. Berman</u>	Date: <u>7/24/2023</u>
<input checked="" type="checkbox"/> Chief Financial Officer	<u>Oppey Johnson</u>	Date: <u>7/25/2023</u>
<input checked="" type="checkbox"/> Legal	<u>[Redacted]</u>	Date: <u>7/24/2023</u>

**APPROVED FOR BOARD RESOLUTION:**

<input checked="" type="checkbox"/> Secretary to the Authority	<u>[Redacted]</u>	Date: <u>8/4/2023</u>
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**Remarks:** Amendment No. 1 to extend Professional Service Agreement with Labella for GIS Technical Support for 2 years.

<b>Resolution Date:</b> _____	<b>Item No:</b> _____
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**AMENDMENT NO. 1 TO  
PROFESSIONAL SERVICES AGREEMENT  
FOR GIS TECHNICAL SUPPORT CONSULTING SERVICES**

AMENDMENT, effective July 20, 2023, to the Professional Services Agreement effective on August 27, 2020, by and between

**ERIE COUNTY WATER AUTHORITY**  
295 Main Street, Room 350  
Buffalo, New York 14203

hereinafter referred to as the “Authority,” and

**LABELLA ASSOCIATES**  
300 Pearl Street, Suite 130  
Buffalo, New York 14202

hereinafter referred to as “Consultant.”

**WHEREAS**, on August 27, 2020, the Authority awarded the Consultant a professional service contract for GIS technical support consulting services for a three-year term, beginning on September 1, 2020 (the “Agreement”); and

**WHEREAS**, in accordance with Article 3, Paragraph 3.02 of the Agreement, any modification or variation from the terms of the Agreement must be in writing, authorized by a resolution of the Board of Commissioners of the Authority (the “Board”) and signed by all parties; and

**WHEREAS**, in accordance with Article 5, Paragraph 5.01 of the Agreement, the parties may extend the term of the Agreement for one additional one-year terms, upon mutually agreed upon terms; and

**WHEREAS**, the Authority’s Director of Cybersecurity and Information Technology recommends that the Authority amend the Agreement by extending the term of the Agreement for one additional two-year term, upon mutually agreed terms to allow the Consultant to time to complete an upgrade to the Authority’s GIS system; and

**WHEREAS**, the parties wish to extend the Contract for an additional two-year period from September 1, 2023 through August 31, 2025 upon the terms and conditions as set forth in this Amendment No. 1;

**NOW, THEREFORE**, in consideration of mutual promises herein set forth, the parties agree to the following:

(1) The parties agree to delete article 2, paragraph 2.02 in its entirety and to replace it with the following:

**2.02** Costs for services provided under this Agreement shall be billed at the following hourly rates:

<b>Labor Title</b>	<b>2023 Rates</b>	<b>2024 Rates</b>	<b>2025 Rates</b>
Project Manager	\$125.00	\$142.00	\$142.00
Senior GIS Programmer	\$125.00	\$142.00	\$142.00
GIS Programmer	\$118.00	\$134.00	\$134.00
GIS Analyst	\$80.00	\$95.00	\$95.00
GIS Technician	\$65.00	\$75.00	\$75.00
GIS Intern	\$40.00	\$50.00	\$50.00

(2) The parties agree that the Agreement shall continue in effect until August 31, 2025; and

(3) The parties agree all other terms and conditions of the Contract shall remain unchanged and in effect; and

(4) This Amendment may be executed in counterparts, each of which is deemed an original, but all of which together are deemed to be one and the same agreement.

**IN WITNESS WHERETO**, the parties hereto have caused this Amendment No. 1 to be signed by their respective duly constituted officers, attested and sealed pursuant to proper authority.

**ERIE COUNTY WATER AUTHORITY**

By \_\_\_\_\_  
Jerome D. Schad, Chair

**LABELLA ASSOCIATES**

By \_\_\_\_\_

**STATE OF NEW YORK**    )  
**COUNTY OF ERIE**        ) **ss:**

On the \_\_\_ day of July, in the year 2023, before me personally came Jerome D. Schad, to me known, who, being by me duly sworn, did depose and say that he resides in the Amherst, New York, that he is the Chair of the Board of Commissioners for the Erie County Water Authority described in the above instrument, and he signed his name thereto by the authorization of the Board of Commissioners for the Erie County Water Authority.

\_\_\_\_\_  
Notary Public

**STATE OF** \_\_\_\_\_)  
**COUNTY OF** \_\_\_\_\_) **ss:**

On the \_\_\_ day of \_\_\_\_\_, in the year 2023, before me personally came \_\_\_\_\_, to me known, who, being by me duly sworn, did depose and say that he/she resides in \_\_\_\_\_ that he/she is the \_\_\_\_\_ of the Corporation described in the above instrument; and that he/she signed his/her name thereto by order of the Board of Directors of said Corporation.

\_\_\_\_\_  
Notary Public