



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

January 14, 2025

To: Terrence D. McCracken, Secretary to the Authority

From: Leonard F. Kowalski, PE, Executive Engineer *LFK*

Subject: Contract MP-091
EPA LCRR Program Management
ECWA Project No. 202200135

Attached are the following documents:

1. ECWA Authorization Form for processing Professional Service Contract Amendment #2 with Arcadis of New York, Inc. (Arcadis).
2. Three original copies of Professional Service Contract Amendment #2 for the above referenced project.
3. Arcadis' amendment request dated January 10, 2025

On June 16, 2022, the Authority and Arcadis entered into a professional services contract for Program Management relating to EPA's Lead and Copper Rule Revisions (LCRR). The original agreement was for consulting services through the end of 2024. The scope of services included nine Engineering Tasks, Resident Inspection, Program Assistance Allowance, and Special Services.

In order to take advantage of Arcadis' experience and background knowledge of the project and the overall LCRR/LCRI program, it is recommended that the Authority continue the contract at least through the end of 2025. In order to continue the program, Arcadis has requested additional fees for 2025 as follows:

- \$93,300 for Task 2, LCRR Workplan;
- \$185,600 for Task 3, Lead Service Line Inventory;
- \$75,400 for Task 7, Lead Service Line Replacement;
- \$78,100 for Task 8, Sampling and Monitoring Program;
- \$110,800 for Task 9, Public Education, Notification and Outreach; and
- \$195,200 for Special Services.

The total additional compensation for 2025 consulting services is \$738,400.

In addition, since the scope of services of the existing Contract was intended to cover consulting services through the end of calendar year 2024, the Engineering Department is requesting that the contract duration be extended until December 31, 2025.

To: Terrence D. McCracken
Secretary to the Authority

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January 14, 2025

The Authority's Chief Operating Officer and Executive Engineer recommend amending the Professional Services Agreement by increasing lump sum payments and Special Services not to exceed value as outlined above and extending the Agreement through the end of 2025.

Budget Information:

Unit: 1030 Water Quality Assurance

Item: 101664 Corrosion Control Program Management

MJQ:jmf

Attachments

cc: C.Eaton

M.Quinn

L.Lester

S.Figler

CONT-MP-091-2201-X-01

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

Contract: MP-091 **Project No.:** 202200135
Project Description: EPA Lead and Copper Rule Revisions Program Management

Item Description:



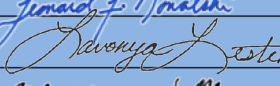




Agreement Professional Service Contract Amendment Change Order
 BCD NYSDOT Agreement Contract Documents Addendum
 Recommendation for Award of Contract Recommendation to Reject Bids
 Request for Proposals
 Other _____

Action Requested:


Board Authorization to Execute Legal Approval
 Board Authorization to Award Execution by the Chairman
 Board Authorization to Advertise for Bids Execution by the Secretary to the Authority
 Board Authorization to Solicit Request for Proposals
 Other _____

Approvals Needed:

APPROVED AS TO CONTENT:

<input checked="" type="checkbox"/> Sr Distribution Engineer		Date: <u>1/14/2025</u>
<input checked="" type="checkbox"/> Chief Operating Officer		Date: <u>01/14/2025</u>
<input checked="" type="checkbox"/> Executive Engineer		Date: <u>1/14/2025</u>
<input checked="" type="checkbox"/> Director of Administration		Date: <u>01/14/2025</u>
<input checked="" type="checkbox"/> Risk Manager		Date: <u>1/14/2025</u>
<input checked="" type="checkbox"/> Chief Financial Officer		Date: <u>01/14/2025</u>
<input checked="" type="checkbox"/> Legal		Date: <u>1/14/2025</u>

APPROVED FOR BOARD RESOLUTION:

<input checked="" type="checkbox"/> Secretary to the Authority		Date: <u>1/14/2025</u>
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Remarks: Amendment No. 2

Resolution Date: _____ **Item No:** _____

Leonard Kowalski, PE
Executive Engineer
Erie County Water Authority
3030 Union Road
Cheektowaga, NY 14227

Arcadis of New York, Inc.
50 Fountain Plaza
Suite 360
Buffalo
New York 14202
Phone: 716 667 0900
Fax: 716 842 2612
www.arcadis.com

Date: January 10, 2025
Our Ref: 30140452
Subject: MP-91, ECWA Lead and Copper Rule Revisions Program
Scope of Services for 2025

Dear Mr. Kowalski,

Per previous discussions, we understand that the Erie County Water Authority (the Authority) would like support from Arcadis to support continued planning and execution of the Lead and Copper Rule Revisions (LCRR) / Lead and Copper Rule Improvements (LCRI) Program for 2025. This includes updates to the LCRR/LCRI Work Plan (including regulatory coordination and funding application support and presentations to your board members), efforts to continue to advance the Lead Service Line (LSL) inventory, and development of public education and outreach materials to support compliance and field work. The proposed scope of work for each of these tasks is described below.

Task 1 – Program Management & Admin

No changes to this task.

Task 2 – LCRR/LCRI Work Plan

Task 2.1 Update LCRR/LCRI Work Plan

Arcadis will develop a high-level LCRR/LCRI Work Plan showing key program components for 2025-2029. The Plan will include:

- Description of project tasks including assumptions (provided in Microsoft Word or Excel)
- An LCRR/LCRI Project Budget Summary that provides planning-level costs for each task over the 5-year planning period (provided in Microsoft Excel)
- Project schedule with milestone dates including regulatory compliance dates for both LCRR and LCRI (detailed schedule provided in Microsoft Excel or Project; high-level schedule provided in Microsoft PowerPoint)

Schedule including critical path and budget for 2025 will be tracked and updated monthly during the monthly Program Meeting. For years 2026 – 2029, deliverables will be adjusted no more than quarterly.

Leonard Kowalski, PE
Executive Engineer
January 10, 2025

Deliverables

- Five Year LCRR/LCRI Work Plan
- Project Schedule

Assumptions

- Includes four virtual meetings with ECWA to review the LCRR/LCRI Work Plan.

Task 2.2 - Regulatory Coordination

Under this subtask, Arcadis will:

- Monitor and review new guidance from New York State Department of Health (NYSDOH) related to the LCRR and Lead and Copper Rule Improvements (LCRI).
- Collaborate with the State and County regulatory agencies, as needed
- Lead up to two calls with the State and County regulatory agencies to review proposed approach and/or obtain DOH clarification or approval, as needed.

Deliverables

- Meeting Slides and Notes, as needed

Assumptions

- Includes two virtual meetings with ECWA and DOH to address LCRR/LCRI Compliance requirements.

Task 2.3 - 2025 Funding Applications

Arcadis will support development of up to two funding applications for inventorying and/or replacement of lead service lines (LSLs) (including utility-owned and/or customer-owned LSLs) within the Authority's system. This may include:

1. New York Water Infrastructure Improvement (WIIA) program to request funding for LSLRs (typically due mid-June and submitted through an online portal).
2. NY Drinking Water State Revolving Fund (SRF) / Bipartisan Infrastructure Law (BIL) funding (due May 30, 2025).
3. Congressional Earmark application (typically open in the spring).
4. Water Infrastructure Finance and Innovation Act (WIFIA) Letter of Interest (if EPA selects the project, additional funds will be needed to support the full application).

Depending upon the program to be pursued, Arcadis will prepare the following:

- For WIIA application
 - Engineering Report for LSLR based on New York State Department of Health (NYS DOH) outline
 - WIIA grant application including smart growth assessment form (digital)
 - State Historic Preservation Office (SHPO) approval request documentation
 - State Environmental Quality Review (SEQR) approval request documentation
- For SRF application
 - Engineering Report for LSLR based on New York State Department of Health (NYS DOH) outline
 - SRF / BIL submittals for the 2025 project and larger LSLRs throughout the system

Leonard Kowalski, PE
Executive Engineer
January 10, 2025

- For Congressional Earmark
 - Input on the number/locations of LSLRs
 - Comments on the application to be prepared by ECWA
- For WIFIA
 - Letter of Interest

A debrief with the respective funding agency, Arcadis, and Authority leadership will be facilitated for any submitted applications that are not awarded funding. These debriefs will be held virtually and used to inform future applications and bring additional awareness of the Authority's planned LSLR program to the funding agencies.

The scope and fee do not include support for securing the Board Resolution required for a WIIA application – it is understood that the Authority will take on this effort. Up to three virtual meetings are included with the Authority to review the draft documents. Arcadis will then make any necessary revisions and submit the final funding applications following Authority review.

Deliverables

- Engineering Report for LSLR based on NYS DOH outline for 2026 project

Depending upon the program selected, up to two of the following:

1. WIIA grant application (digital)
 - SHPO approval request documentation (for 2026 project)
 - SEQR approval request documentation (for 2026 project)
2. For SRF
 - SRF / BIL submittals for 2026
3. Input/Comments on the Congressional Earmark Application
4. WIFIA Letter of Interest

Assumptions

- Authority will secure the required Board/Bond Resolution to support the project.
- Authority will prepare the Congressional Earmark application, with input from Arcadis on the number and location of replacements.
- Arcadis will submit the WIIA application on behalf of the Authority following review and approval by the Authority.

Task 2.4 – Board Meetings

Under this task Arcadis will prepare for and present at up to three Authority Board Meetings as required by the project. Work includes development of detailed slides, meetings with the Authority to review the draft content, and presentation of the content (virtually) by Rebecca Slabaugh and other team members as necessary based on the topics to be covered. This task includes costs for attending three Board meetings (timing TBD) in 2025.

Deliverables

- Three Board Meeting presentations (pdf and pptx)

Assumptions

- Arcadis attendance at board meetings will be virtual.
- Arcadis will meet with the Authority project team ahead of the board meetings to prepare for the meetings and review draft slides.
- No meeting summary/minutes will be prepared by Arcadis.

Task 3 – LSL Inventory Updates

Under this task, Arcadis will support ongoing updates to the LSL inventory development related to service line.

Task 3.1 – Inventory Updates

- Hold an inventory and service line material notification debrief workshop in January / February 2025.
- Hold monthly inventory meetings to discuss recommended changes to the Inventory, the annual regulatory submittal, the Public Facing Inventory, records to address GRR, and QA/QC efforts
- Advise the Authority on changes to be made to the Inventory (e.g., to address galvanized requiring replacement (GRR), LCRI requirements, etc.) or new data to incorporate from field investigation efforts, predictive modeling and/or customer self-reported data.
- Update the LSL Inventory Work Plan to reflect any changes
- Provide additional guidance on service line material notification processes for 2025 mailings including revised health impacts language, documentation of changes in the inventory / mailings, and required mailings.
- Provide a list of accounts/addresses to support annual customer notification letters (assuming mailing in Oct 2025) for each of the following:
 - Lead
 - GRR
 - Unknowns
- Perform a QA/QC of the annual inventory submittal prior to ECWA submittal to NYS DOH

Deliverables

- Updated LSL Inventory Work Plan

Assumptions

- Arcadis will complete one update to the LSL Inventory Work Plan
- Arcadis will meet with the Authority project team monthly to review and coordinate on Inventory related efforts.
- Authority will be responsible for making updates to the Inventory and Public Facing Inventory.
- Authority will be responsible for notifying new customers of SL material when required.
- Authority will be responsible for compiling the first draft of and submitting the annual inventory to NYS DOH following QA/QC by Arcadis.
- Arcadis will not have direct (read or write) access to the Inventory or systems, including GIS, CityWorks or I-Power. As such, Authority will provide timely exports of the inventory as well as any requested supporting data (such as, records that may prove lead was never installed on the Authority owned portion of the service line).

Task 3.2 – Predictive Modeling

Under this subtask, Arcadis in conjunction with Blue Conduit will update the model predictions for both the utility and customer portions of the service line. We will review previous model results and field verifications of SL material from 2024 in Q1 of 2025 to inform model updates and provide feedback to the overall team. This modeling effort will assist in estimating how many lead service lines and galvanized service lines downstream of lead service lines are in the distribution system, where they are located, and help prioritize service line verification and replacement efforts and to comply with NYS DOH requirements. Updated model results will be provided to ECWA for incorporation into the updated SLI for submittal to NYS DOH prior to submittal in October 2025 and will be based on the best available information at that time. We have estimated up to three distinct model updates for 2025 based on the current status of the project, subject to the amount of new/updated information available to inform the model updates. It's anticipated the first update will begin in January 2025 to update the model with new record information identified by ECWA as well as the field results from curb box replacements completed in 2024.

Results of the predictive model may also be used to prepare and enhance grant applications (see Task 2.3).

Deliverables

- Field Inspection List(s)
- Updated Predictive Modeling Report
- Revised model results based on field work completed in 2024 (anticipated to begin in January 2025)

Assumptions

- Arcadis will complete one update to the Predictive Modeling Report.
- Arcadis will meet with the Authority project team up to four times to review the inspection lists, model results and/or how to apply the results to the Inventory.
- No direct integration with ECWA's internal databases will occur.
- Predictive modeling services will be included for one year from contract execution. Within this timeframe multiple model runs are expected (~3 currently planned based on current Program status).

Task 3.3 – Customer Self-Reporting

Previous experience with community outreach around SL inventorying and replacement has shown that customers can be proactive and engaged in identifying their own service line material. Creating a customer self-reporting webpage (through Survey123) can allow customers who have not been selected for an inspection as part of the initial inventory development or whose service line material is unknown to report their service line material identified at the meter inside the home, including the ability to upload a photo that can be reviewed if there are any questions or discrepancies in the information collected. The following activities are included within this task to support ECWA in developing a customer self-reporting program:

- Provide branded customer instructions for self-identification of service line materials (which can be posted online, emailed to customers, or delivered as bill inserts, etc.)
- Develop one page program introduction letter / flyer for use in customer communications regarding the self-reporting
- Identify additional strategies to communicate this approach to the boarder community (e.g., post cards with QR codes, mail inserts, door hangers, targeted letters or mailing, social media blasts, etc.)

Leonard Kowalski, PE
Executive Engineer
January 10, 2025

- Provide industry best practices for minimum required fields and response options for the customer-self reporting form to collect the required data for the SLI (and to inform future field work); examples include:
 - Account Number
 - Name, Address, Phone Number
 - Photo Attachment Required
- Develop QA/QC protocols for ECWA staff to complete as customer-provided data is received (prior to incorporation into the inventory)
- Coordinate with ECWA IT for implementation on ECWA's existing website and data incorporation into the LSL Inventory

Assumptions

- Self-reporting form will be hosted on the existing ECWA website
- ECWA staff will be responsible for QA/QC activities for customer-provided data once protocols are developed

Task 7 – Lead Service Line Replacement Program

Work included under this task is to support overall regulatory compliance related to Lead Service Line Replacements. All design and field work related to the replacements will be conducted/managed by ECWA staff in 2025.

Task 7.1 – Lead Service Line Replacement Plan Updates

Under this task Arcadis will work with ECWA to update the Lead Service Line Replacement Plan (LSLR Plan) prepared in 2024 to meet the requirements of the Lead and Copper Rule Improvements (LCRI) which were promulgated on October 30, 2024. Updates will include revising the content to support the Authority's plan for replacements ahead of the 2027 LCRI compliance date, addressing the updated requirements of the LCRI, and supporting strategies to complete customer side replacements where needed.

Arcadis will update the LSLR Plan and provide a revised draft to the Authority for review. Following a 2-week review and comment period, Arcadis will hold a review workshop with all impacted stakeholders at the Authority to review comments and solicit additional feedback and discussion from the group. Feedback will be incorporated into the updated LSLR plan and final documents provided to the Authority.

Deliverables

- Draft and Updated LSLR Plan (pdf)

Assumptions

- Strategies included here assume the Authority intends to replace all known lead and galvanized requiring replacement service lines prior to the first LCRI compliance date in November 2027.

Task 7.2 – Technical Assistance for LSLR

Arcadis will provide the following technical advisory services for the Authority as they develop design documents for the 2025 LSLR project and prepare for / complete construction.

- Hold three technical advisory workshops to review the following topics:

- Regulatory compliance and recommended best practices for replacements
- Compliance documentation and outreach/construction tracking (for potential compliance audits)
- Customer coordination, outreach, and program engagement to meet program goals for replacements
- Arcadis will provide workshop slides summarizing these topics, assist the Authority in identifying gaps in existing practices to be addressed for compliance moving forward, and documenting key decisions to be made by the Authority

Deliverables

- Workshop presentations, action items, and key decisions (pdf)

Assumptions

- Development of SOPs to close the potential gaps identified in the LSLR workshops is not included in this task.
- Expert guidance and process improvements will be provided within the included allowance.
- Review and oversight of funding requirements as related to the LSLR program is not included here. An optional allowance for these services has been included separately,

Task 8 – Sampling and Monitoring Program

Under this task, Arcadis will support the Authority in their 2025 sampling efforts including a pilot program for testing in schools and childcare facilities through technical assistance. The scope included here has been based on the Authority completing regulatory tap sampling in June 2025 and a pilot program of up to twenty schools/childcare facilities in spring 2025. These efforts will be coordinated with the ongoing LeadInsights work for the sampling module. Arcadis will provide the following:

- Monthly meetings to discuss sampling efforts including tap, WQP, and school and childcare sampling
- Assist ECWA with a pilot program for sampling at school and childcare facilities.
 - It's anticipated that the pilot program would include approximately 20 schools / childcare facilities
 - Develop a pilot program plan to be updated throughout the pilot program. This plan includes topics such as:
 - Pilot program set-up and objectives
 - Stakeholders and roles
 - Timeline
 - Program steps and responsible parties
 - Potential risks and mitigation measures
 - Provide one annual update to the school and childcare list, including the list of selected facilities for the pilot
 - Meeting(s) with stakeholders (including local health departments) (up to two)
- Provide recommended changes to the tap sampling sites for 2026
- Meetings (up to two) with NYS DOH to discuss changes to the tap and/or WQP sampling sites
- Review and update the Sampling Plan originally submitted to the Authority in December 2024

Deliverables

- Action items and key decisions from monthly meetings (email)

Assumptions

- Services to be provided are advisory and do not include field work to facilitate the planned pilot program sampling.
- Authority or individual facility staff will complete sample collection.
- Outreach materials needed for the programs will be completed under Task 9.

Task 9 – PENOP

Under this task, Arcadis will support the Authority in the continued development of the PENOP program to support the LCRR / LCRI regulatory requirements including development of key outreach / education materials that support the Authority's program goals for 2025.

- Meeting to regroup, debrief, and prepare for 2025 (in January / February 2026)
 - Develop overall schedule for key outreach and education activities
 - Obtain feedback on examples of different program websites and components for stakeholder updates
- Hold quarterly outreach specific workshops with the Authority
- Update the following existing education and outreach materials (if required):
 - SL Material Notification Letters
 - SL Material Notification Health Sheet
 - Updated Curb Box replacement letter / door hanger (pending field work specifics for 2025)
- Provide recommended updates to the website and meet with the Authority to review both the technical content and the IT coordination for updates. Content to include:
 - Regular program updates (quarterly)
 - Compliance submittal updates
 - Frequently Asked Questions related to the current program focus
- Develop the following outreach materials and translate into required languages:
 - Bill stuffer for program update
 - CCR language for inventory access
 - Disturbance notifications and required education information (major and minor)
 - Field investigation FAQs
- Childcare Facility Sampling:
 - Program invitation letters
 - Sampling instructions and chain of custody forms (assuming sampling is completed by facility, not Authority staff)
 - Sample result letters and associated health information
- Lead Service Line Replacement Program:
 - Program Introduction / Invitation To Participate. Options could include: Letters, postcards, yard signs, door hangers, and / or social media posts. Based on prior LSLR experience Arcadis recommends using multiple formats for these outreach efforts to increase participation.
 - Right of Entry Form for customer side replacements (for review / approval by ECWA legal)
 - Notification of work Doorhangers and Postcards
 - LSLR Program Packet
 - Whole House and Daily Flushing Instructions (to accompany pitcher filters)
 - Frequently Asked Questions (for use on ECWA website)
 - Internal customer FAQs

- Updated post replacement sample results letters and customer educational information
- LSLR Process Overview for website and FAQs (i.e., what can customer expect during replacement)
- Quarterly program update for website with metrics and graphics

Assumptions

- Printing and data management related to outreach and education are not included here. All materials will be provided in electronic format for use by the Authority.

Optional Special Services

Task A1 – Continue Disturbance Workflows

The LCRR and LCRI require utilities to take additional steps for risk mitigation following the disturbance of lead, galvanized, or unknown material service lines. These actions include notification and education for customers and owners, recommendations to the customer to perform in home flushing, and in some cases distribution of pitcher filters. Under this task, Arcadis will continue development of the disturbance workflows started under Special Services in 2024. Disturbance workflows to be developed include unplanned work to lead/GRR/unknown service line sites including emergency work such as water main breaks, etc. Up to three additional workflows will be developed under this task and bi-monthly meetings (6) have been included to facilitate these conversations and workflow development.

Deliverables

- Workshop materials (pdf)
- Draft and final workflows (pdf)

Assumptions

- As part of workflow development, Arcadis will assist the Authority in identifying gaps between current processes and future workflows. Implementation of recommendations will be completed by the Authority.

Task A2 – Funding Implementation Assistance

Arcadis will assist the Authority in the implementation and oversight of contract requirements based on grant or loan funding received for the project – ECWA has applied for both state level (WIIA) funding and a congressional earmark for the project. Arcadis will assist the Authority in incorporating the requirements of the award of either of these funding sources, coordination with the funding agencies, and oversight of the funding requirements if needed. Specific tasks may include the following on an as needed basis:

- Review of Project Manual for compliance with grant/funding requirements
- Hold up to 2 meetings with the Authority to review the specific funding requirements and associated project impacts
- Hold up to 2 meetings with the funding agency
- Assist with monthly reporting and contractor coordination during construction for compliance with the requirements of the funding agencies including M/WBE tracking and reporting, BABA requirements, and project progress/performance updates

Task A3 – Optional RPR

Arcadis has included this optional Resident Project Representative (RPR) services task which can be provided on an as needed Time and Materials basis for the Authority's ongoing field work for service line identifications and lead service line replacements. These services are intended (if requested) to supplement Authority staff who will be leading these field work/replacement efforts in 2025.

When on site, the RPR may provide services including but not limited to:

- Report to the Authority on the progress and quality of the work.
- Serve as the Authority's liaison with the Contractor.
- Collect measurements to existing monuments from the curb box once excavated by the Contractor.
- Prepare and maintain a log of daily reports documenting construction progress using ECWA's construction forms.
- Review and determine the quantities of satisfactory work completed and materials delivered to the site for any days RPRP work is performed.
- Perform an inspection of sites following restoration and document conditions with a photograph.

Deliverables

- Not applicable

Assumptions

- ECWA Staff will lead field work in 2025. Services included here are intended to supplement staffing if requested to support ECWA's program goals during this time.

Task A4 – LeadInsights Support for Sampling Efforts

Arcadis will provide support for Authority staff as they use LeadInsights for sampling efforts in 2025 which may include residential tap sampling, a school and childcare facility pilot program, and lead service line replacement follow up tap sampling. Effort under this task will be to provide additional technical assistance and post go-live training / ongoing support if utilized. This support will help with adoption of the system and identification of any adjustments or revisions to the program as needed to fit the Authority's use case.

Deliverables

- Log of support activities and enhancement requests
- Hosting of Software as a Service (SaaS)

Assumptions

- Efforts included here are optional and will be specifically scoped if requested.

Fee

The estimated engineering cost (fee) for this work is summarized in Table 1. Task A2 (Resident inspection) work (described in Sections 4.02 Resident Inspection Services in the Professional Services Agreement dated June 16, 2022) will be invoiced monthly on a time and materials basis if utilized. All other tasks will be invoiced as a lump sum on a monthly basis in accordance with the Professional Services Agreement dated June 16, 2022.

Leonard Kowalski, PE
Executive Engineer
January 10, 2025

Table 1. Fee Breakdown by Task

Task		Requested Budget for 2025 Services
1	Program Management & Admin ¹	\$0
2	LCRR Work Plan	\$93,300
3	LSL Inventory - Updates	\$185,600 ²
4	LSL Inventory - Design	\$0
5	LSL Inventory – General Services	\$0
6	LSL Inventory – Record Drawings	\$0
7	LSLR	\$75,400
8	Sampling and Monitoring Program	\$78,100
9	PENOP	\$110,800
	Total³	\$543,200
A	<i>Allowance</i>	\$195,200

Notes:

1. Program management and administration for 2025 is covered under the current scope of services.
2. LSL Inventory Updates include costs for Blue Conduit for 1-year of predictive modeling services.
3. Optional tasks are not included in the total shown here.

Sincerely,
Arcadis of New York, Inc.



Hannah Rockwell
Email: Hannah.Rockwell@arcadis.com

CC. Mike Quinn, Authority
Rebecca Slabaugh, PE, Arcadis
Jason Williams, PE, Arcadis
Tom Carpenter, PE, Arcadis

This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to Arcadis as a result of — or in connection with — the submission of this proposal, Arcadis and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.

**AMENDMENT NO. 2
PROFESSIONAL SERVICES CONTRACT**

AMENDMENT, effective January 24, 2025 (“Amendment No. 2”) to the Professional Services Contract (Contract No. MP-091), entered on May 16, 2022, by and between:

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

hereinafter referred to as the “Authority,” and

ARCADIS OF NEW YORK, INC.
Key Center at Fountain Plaza
50 Fountain Plaza, Suite 360
Buffalo, New York 14202

hereinafter referred to as the “Engineer.”

WHEREAS, on June 16, 2022, the Authority and the Engineer entered into a professional services contract for engineering and consulting services relating to program management of the Authority’s implementation of the EPA’s Lead and Copper Rule Revisions (“LCRR”) (the “Contract”); and

WHEREAS, on August 15, 2024, the Authority and the Engineer entered into Amendment No. 1 to the Contract which increased the Engineer’s fee by \$60,000 to complete contractor replacement of curb boxes at additional locations to refine the Authority’s predictive model for lead services; and

WHEREAS, the scope of services of the existing Contract was intended to cover consulting services through the end of calendar year 2024; and

WHEREAS, the Authority wishes to continue these services through 2025 to take advantage of the Consultant’s experience and background knowledge; and

WHEREAS, the Engineer has requested an additional fees as follows to continue program management of the Authority’s implementation of the LCRR through calendar year 2025: \$93,300 for Task 2, LCRR Workplan; \$185,600 for Task 3, Lead Service Line Inventory; \$75,400 for Task 7, Lead Service Line Replacement; \$78,100 for Task 8, Sampling and Monitoring Program; \$110,800 for Task 9, Public Education, Notification and Outreach; and \$195,200 for Special Services; and

WHEREAS, the Authority’s Chief Operating Officer and Executive Engineer recommend that the Authority amend the Contract by increasing the lump sum payments for Tasks 2, 3, 7, 8, and 9 by a total of \$543,200 and the not to exceed value for Special Services by \$195,200, as well as by increasing the service timeframe to cover through year end 2025; and

WHEREAS, in accordance with article 5, paragraph 5.02 of the Contract, no modification or variation from the terms of the Contract shall be effective unless it is in writing and authorized by a resolution of the Board of Commissioners of the Authority (the “Board”) and signed by all parties;

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

- (1) Paragraph 3.09, Service Timeframe, shall be deleted in its entirety and replaced with the following:

3.09 Service Timeframe. Unless otherwise extended by mutual agreement of the parties, the Consultant will render professional services related to this Project through December 31, 2025.; and

- (2) The parties agree to amend article 4, paragraph 4.05, subparagraph (A)(2) to increase the lump sum for LCRR Work Plan by \$93,300, changing the current figure of \$59,250 to \$152,550; and
- (3) The parties agree to amend article 4, paragraph 4.05, subparagraph (A)(3) to increase the lump sum for Lead Service Line Inventory by \$185,600, changing the current figure of \$145,010 to \$330,610; and
- (4) The parties agree to amend article 4, paragraph 4.05, subparagraph (A)(7) to increase the lump sum for Lead Service Replacement Program by \$75,400, changing the current figure of \$69,340 to \$144,740; and
- (5) The parties agree to amend article 4, paragraph 4.05, subparagraph (A)(8) to increase the lump sum for Sampling and Monitoring Program by \$78,100, changing the current figure of \$66,640 to \$144,740; and
- (6) The parties agree to amend article 4, paragraph 4.05, subparagraph (A)(9) to increase the lump sum for Public Education, Notification, and Outreach by \$110,800, changing the current figure of \$57,300 to \$168,100; and
- (7) The parties agree to amend article 4, paragraph 4.05, subparagraph (D) to increase the not to exceed total for Special Services by \$195,200, changing the current figure of \$200,000 to \$395,200; and
- (8) The parties agree all other terms and conditions of the Contract shall remain without change or amendment; and

(9) 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 have caused this Amendment No. 2 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

ARCADIS OF NEW YORK, INC.

By _____
Jason J. Williams, Associate Vice President

STATE OF NEW YORK)
COUNTY OF ERIE) ss:

On the _____ day of January, in the year 2025, before me personally came Jerome D. Schad, to me known, who, being by me duly sworn, did depose and say that he resides in 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 that he signed his name thereto by order of the Board of Commissioners.

Notary Public

STATE OF NEW YORK)
COUNTY OF ERIE) ss:

On the _____ day of _____, in the year 2025, before me personally came Jason J. Williams, to me known, who, being by me duly sworn, did depose and say that he resides in West Seneca, New York, that he is the Associate Vice President 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