



**ERIE COUNTY WATER AUTHORITY**  
**INTEROFFICE MEMORANDUM**

February 27, 2018

To: Terrence D. McCracken, Secretary to the Authority

From: Leonard F. Kowalski, Senior Distribution Engineer

Subject: Request for Proposals  
Control of Hazardous Energy Program  
ECWA Project No. 201900017

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Attached is a copy of the Request for Proposals for the Control of Hazardous Energy Program.

The project consists of updating the Authority's Control of Hazardous Energy Program, also referred to as a Lock Out Tag Out (LOTO) program, for two (2) water treatment facilities, the Service Center and fifty-six (56) pump stations and tanks located throughout the distribution system. The locations are broken down into three categories based on the physical size and pump sizes at each facility: Large, Medium and Small. The project will also include the development of language that can be used by the Authority for a policy on electrical hazards and an audit of emergency eye wash and shower requirements throughout the Authority's facilities.

I recommend that the Request for Proposals be issued to the following consulting engineers:

Greenman-Pedersen, Inc.  
CHA Consulting, Inc.  
GHD  
Nussbaumer & Clarke, Inc.  
Wendel Companies  
Arcadis  
Clark Patterson Lee

The Engineering Department is requesting a Resolution to Solicit the Request for Proposals. The Contact Person for the Restricted Period for this Request for Proposals will be Leonard F. Kowalski, Senior Distribution Engineer.

The Request for Proposals and Authorization Form will need prior approval by the Legal Department, the Director of Administration, and the Risk Manager prior to being sent to the Board for consideration.

LFK:jmf  
Attachments  
cc: R.Lichtenthal  
R.Stoll  
ECWA-520-1901