



Westchester Community College

State University of New York

17667

TO: Board of Acquisition and Contract

FROM: Dr. Joseph N. Hankin
President

DATE: March 10, 2011

SUBJECT: Authority to Enter into Agreement #WCC-11-885
In the matter of Architectural Services in connection with the
Technology Building Window Replacement
Westchester Community College, Valhalla, New York
Consultant: **Kaeyer, Garment & Davidson Architects, PC**
Agreement Amount: **\$39,000.00**

Authority of your Honorable Board is requested to enter into an Agreement in connection with architectural services for the Technology Building Window Replacement at Westchester Community College, Valhalla, New York. The consultant shall provide design services associated with this project. Design services shall include the preparation of construction contract documents (plans and specifications), construction cost estimates, any required addenda, and a bid analysis including an evaluation of the bids to determine compliance with bidding requirements and whether the bidders are responsible so that the County may recommend award of the construction contracts. In addition the consultant shall provide design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings.

The objective of this project is to replace all windows throughout the Technology Building. The windows are beyond their useful life and in desperate need of replacement. All of the exterior windows throughout the Technology Building will be replaced, which will result in a more energy efficient building envelope and also increase the aesthetics of the building. Wherever possible, proposed new materials will be incorporated in compliance with LEED guidelines for environmental sustainability as per the United States Green Building Council. This agreement will benefit the public as it will implement the most cost-effective and environmentally compliant technologies available which will provide long-term energy conservation.

On December 3, 2009, the Professional Prequalification Board was canvassed for the purpose of generating an "on-call" list of qualified firms to provide miscellaneous professional architectural services for an estimated fee under \$100,000.00 for this project. The Professional Prequalification Board approved a list of five (5) qualified firms with an expiration date of December 31, 2011. The list was reviewed by the Professional Selection Board on March 3, 2011, whereby four (4) firms were selected to possibly perform said services. The Professional Selection Board selected Kaeyer, Garment & Davidson Architects for design services associated with the Technology Building Window Replacement for a total fee of \$39,000.00, pursuant to an approved budget.

RESOLUTION

Upon communication from the President of Westchester Community College, be it:

RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of Kaeyer, Garment & Davidson Architects, PC, 285 Main Street, Mount Kisco, NY 10549, for architectural services for the Technology Building Window Replacement at Westchester Community College, Valhalla, New York; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal for the first phase of this multi-phase project, a total compensation of \$39,000.00 shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the Agreement shall commence upon the consultant's receipt of written notice from the President of Westchester Community College or his designee and that the completion date shall be December 31, 2011; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Agreement No. WCC-11-885

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
381	32	WCC43-00-E	6050		\$39,000.00

Budget Funding Year(s): 2011 Start Date: 04/01/11 End Date: 12/31/11
 (must match resolution)

Funding Source: Tax Dollars: \$19,500 Contractor Federal I.D. No./
 State Aid: \$19,500 Social Security No.: _____
\$39,000.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____

APPROVED BOARD OF ACQUISITION & CONTRACT 3-24-2011 - JOMARY VIEIRA SECRETARY