



Westchester Community College

State University of New York

19349

TO: Board of Acquisition and Contract

FROM: Dr. Joseph N. Hankin
President

DATE: May 23, 2011

SUBJECT: Authority to Enter into Agreement WCC-10-900 with
Lynstaar Engineering, PC
In the matter of Architectural and Engineering Services in connection with the
Security System Master Plan, Phase I
Westchester Community College, Valhalla, New York
Subconsultant Approval: Aggleton & Associates, Inc
Cornerstone Environmental Associates

Agreement Amount: \$225,000.00

Authority of your Honorable Board is requested to enter into an Agreement in connection with the Security System Master Plan, Phase I, 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 (drawings and specifications), construction cost estimates, bid analysis, preparation of any addenda, if required, and recommendation to award 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. For construction administration services, the consultant shall monitor the construction procedures on the site to ensure compliance with the contract documents, coordinate scheduled activities of the contractors, submit construction progress reports and review and process contractors' applications for payments.

The objective of this project will be to renovate and upgrade the Security System throughout Westchester Community College. This work is necessary to improve the security infrastructure throughout the campus. This project will implement the most cost effective and environmentally compliant technologies available which will provide long-term energy conservation. Wherever possible, proposed new materials will be incorporated in compliance with LEED guidelines for environmental sustainability as per the United States Green Building Council.

Since the estimated fee for professional services was greater than \$100,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on December 3, 2010, a meeting of the Professional Prequalification Board was held to discuss the scope of work and request a list of qualified firms to provide the necessary services. The list was reviewed by the Professional Selection Board on March 3, 2011, whereby Lynstaar Engineering, PC, Intertech & Associates, Woodard & Curran, Baker Engineering, AECOM USA & DiBari Engineering were selected to possibly perform said services. On March 22, 2011, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on April 22, 2011.

After reviewing the proposals, and based on the evaluation criteria set forth in the request for proposal, including technical merit and net cost, the Professional Selection Board at its meeting held May 20, 2011, selected Lynstaar

Board of Acquisition and Contract
Contract No. WCC-11-900
Proposal for Architectural & Engineering Services
Security System Master Plan, Phase I
Westchester Community College
75 Grasslands Road
Valhalla, New York 10595

Engineering, 448-450 Manville Road, Pleasantville, NY 10570 as the number one firm to perform architectural and engineering services in connection with the Security System Master Plan, Phase I, Westchester Community College, Valhalla, New York, for a total fee of \$225,000.00, pursuant to an approved budget, which represents the best possible contract for the County.

Lynstaar Engineering, PC has proposed the utilization of the following subconsultants: Aggleton Associates, Inc (Security Specialists), 505 White Plains Road, Suite 204, Tarrytown, NY 1059; Cornerstone Environmental Associates (Environmental Planners) 1770 Central Street, Yonkton Heights, NY 10598,

The proposed has been reviewed and is judged to be responsive to the task at hand.

I recommend adoption of the attached proposed Resolution.

RESOLUTION

Upon communication from the President, Westchester Community College,

WHEREAS, architectural and engineering services of a consultant are required in connection with the Security System Master Plan, Phase I, Westchester Community College, Valhalla, New York; and

WHEREAS, the estimated fee for professional services was greater than \$100,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on December 3, 2010, a meeting of the Professional Prequalification Board was held to discuss the scope of work and request a list of qualified firms to provide the necessary services; and

WHEREAS, the list was reviewed by the Professional Selection Board on March 3, 2011, whereby Lynstaar Engineering, PC, Intertech & Associates, Woodard & Curran, Baker Engineering, AECOM USA & DiBari Engineering were selected to possibly perform said services; and

WHEREAS, on March 22, 2011, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on April 22, 2011; and

WHEREAS, after reviewing the proposals, and based on the evaluation criteria set forth in the request for proposal, including technical merit and net cost, the Professional Selection Board at its meeting held May 20, 2011 selected Lynstaar Engineering, 448-450 Manville Road, Pleasantville, NY 10570 as the number one firm, which represents the best possible contract for the County;

NOW, THEREFORE, BE IT RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of Lynstaar Engineering, 448-450 Manville Road, Pleasantville, NY 10570, for architectural and engineering services associated with the Security System Master Plan, Phase I, Westchester Community College, Valhalla, New York; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$225,000.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Aggleton Associates, Inc (Security Specialists), 505 White Plains Road, Suite 204, Tarrytown, NY 1059; Cornerstone Environmental Associates (Environmental Planners) 1770 Central Street, Yorktown Heights, NY 10598,

RESOLVED, that the Agreement shall commence upon the consultant's receipt of written notice from the President, Westchester Community College or his designee and that the completion date shall be December 31, 2013; and be it further

RESOLUTION

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-11-900

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
381	32	WCC78-00-E	6020-01		\$ 225,000.00

Budget Funding Year(s): 2010/11 Start Date: 8/01/11 End Date: 12/31/13

Funding Source: Tax Dollars 50% County Contractor Federal I.D. No./
 State Aid: 50% Social Security No.: _____
 Federal Aid: _____ Vendor No.: _____
\$225,000.00 Other: _____ Encumbrance No.: _____
 (must match resolution)

Board of Acquisition and Contract
Contract No. WCC-11-900
Proposal for Architectural & Engineering Services
Security System Master Plan, Phase I Westchester Community College
75 Grasslands Road
Valhalla, New York 10595

List of Respondents

Ranking

Lynstaar Engineering, P.C.
448-450 Manville Road
Pleasantville, NY 10570
RFP Quotation: \$225,000.00

1

Di Bari Engineering, P.C.
99 Main Street
Dobbs Ferry, NY 10580
RFP Quotation: \$385,000.00

2

AECOM
71 West 23rd Street, 11th Floor
New York, NY 10010
RFP Quotation: \$740,000.00

3

Woodard & Curran
709 Westchester Ave, Suite 2
White Plains, NY 10604
RFP Quotation: N/A

N/A

Intertech Associates, Inc
77-55 Schnack Road, Suite A14
Freehold, NJ 07728
RFP Quotation: N/A

N/A

Baker Engineering, Inc
11 Martine Ave, Suite 675
White Plains, NY 10606
RFP Quotation: N/A

N/A