



Westchester Community College

State University of New York

29568

TO: Board of Acquisition and Contract

FROM: Dr. Joseph N. Hankin
President

DATE: October 1, 2012

SUBJECT: Authority to enter into Agreement WCC-13-918 with
Lynstaar Engineering, PC
In the matter of Engineering Services in connection with the
Security Master Plan, Phase II
Westchester Community College, Valhalla, New York
Subconsultant Approval: Aggleton & Associates, Inc
Cornerstone Associates Environmental Planners
Agreement Amount: \$362,500.00

Authority of your Honorable Board is requested to enter into an Agreement in connection with the Security Master Plan, Phase II, 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 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. 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 upgrade the physical site and grounds throughout Westchester Community College. This work is necessary due the overuse and deteriorating condition of the site systems. This project will implement the most cost effective and environmentally compliant technologies available which will provide long-term 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 February 13, 2012, 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 August April 10, 2012, whereby Lynstaar Engineering, PC, Intertech Associates, Inc and PB Americas, Inc were selected to possibly perform said services. On June 14, 2012, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on August 3, 2012.

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 August 28, 2012, selected Lynstaar Engineering, PC, 448-450 Manville Road, Pleasantville, NY 10570, as the number one firm

Board of Acquisition and Contract
Contract No. WCC-13-918
Proposal for Engineering Services
Security Master Plan, Phase II
75 Grasslands Road
Valhalla, New York 10595

to perform engineering services in connection with the Security Master Plan, Phase II, Westchester Community College, Valhalla, New York, for a total fee of \$362,500.00, pursuant to an approved budget, which represents the best possible contract for the County.

Lynstaar Engineering, PC has proposed the utilization of the following subconsultant: Aggleton & Associates, Inc (Security Specialist), 505 White Plains Road, Suite 204, Tarrytown, NY 10591 and Cornerstone Associates Environmental Planners (Environmental), 1770 Central Street, Yorktown Heights, NY 10598.

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

This matter has been reviewed by the Deputy County Executive and the Deputy Commissioner of the Department of Public Works, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

RESOLUTION

Upon communication from the President, Westchester Community College,

WHEREAS, engineering services of a consultant are required in connection with the Security Master Plan, Phase II, 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 February 13, 2012, 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 April 10, 2012, whereby Lynstaar Engineering, PC, Intertech Associates, Inc and PB Americas, Inc were selected to possibly perform said services; and

WHEREAS, on June 14, 2012, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on August 3, 2012; 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 August 28, 2012, selected Lynstaar Engineering, PC, 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, PC, 448-450 Manville Road, Pleasantville, NY 10570, for engineering services associated with the Security Master Plan, Phase II, 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 \$362,500.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultant also be approved: Aggleton & Associates, Inc (Security Specialist), 505 White Plains Road, Suite 204, Tarrytown, NY 10591 and Cornerstone Associates Environmental Planners (Environmental), 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 September 30, 2014; 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-13-918

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		\$ 362,500.00

Budget Funding Year(s): 2011/12 Start Date: 10/01/12 End Date: 9/30/14
 (must match resolution)

Funding Source:

Tax Aid: 50%
 State Aid: 50%
 Federal Aid: _____
 Other: _____

Contractor Federal I.D. No./
 Social Security No.: _____
 Vendor No.: _____
 Encumbrance No.: _____

WCC-78

Proposal for Engineering Services
Safety and Security, Phase II

On June 14, 2012, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on August 3, 2012.

List Of Respondents

Ranking

Lynstaar Engineering, P.C.

1

Attn: Gary Lynch

448-450 Manville Road

Pleasantville, NY 10570

RFP Quotation: \$362,500.00

Intertech Associates, Inc

2

Attn: Arlene Metz Schwartz

77-55 Schnack Road, Suite A14

Freehold, NJ 07728

RFP Quotation: \$515,000.00

PB Americas, Inc

N/A

Attn: Jerry Chi

One Penn Plaza

Suite 200

New York, NY 10119

(212) 465-5000

RFP Quotation: No Bid