



Westchester Community College

State University of New York

34436

TO: Board of Acquisition and Contract

FROM: Dr. Joseph N. Hankin
President

DATE: June 10, 2013

SUBJECT: Authority to Enter into Agreement WCC-13-926 with
Woodard & Curran Engineering, P.A., P.C.
In the matter of Architectural and Engineering Services in connection with the
Solar Power Feasibility Study
Westchester Community College, Valhalla, New York
Subconsultant Approval: The DiSalvo Ericson Group
Lynstaar Engineering
Agreement Amount: \$61,040.00

Authority of your Honorable Board is requested to enter into an Agreement in connection with the Solar Power Feasibility Study, Westchester Community College, Valhalla, New York. The consultant shall provide design services associated with this project. Design services shall include the preparation of planning studies to develop short term and long term strategic goals for the implementation of a Solar Power Installation Program at the College. The planning studies involved in this project shall include a review of the electrical infrastructure and structural capabilities of all buildings on the main campus, a review of the building's energy consumption, and a review of the College's current rate structure to determine buyback periods and potential cost savings the College may see due to energy savings.

The objective of this project will be to determine which buildings are suitable for the installation of solar power technologies. 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 \$20,000, 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 April 10, 2012, whereby BSG Engineering, Surveying & Landscape Architects, LLC, C&F Consulting Engineering, PC, CH2M Hill New York, Inc., CHA Consulting, Inc., D&B Engineers and Architects, PC, J. Robert Folchetti & Associates, La Rocca Greene Architects, LLC, Lockwood, Kessler & Bartlett, Inc., LynStaar Engineering, PC, McLaren Engineering Group, Paul C. Rizzo Engineering – NY, PLLC, Savin Engineers, PC, TRC Engineers, Inc., and Woodard & Curran Engineering PA, PC were selected to possibly perform said services. On April 8, 2013, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on May 3, 2013.

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 June 10, 2013, selected Woodard & Curran, P.A., P.C., 709 Westchester Ave, White Plains, NY 10604 as the number one firm to perform

Board of Acquisition and Contract
Contract No. WCC-13-926
Proposal for Architectural and Engineering Services
Solar Power Feasibility Study
75 Grasslands Road
Valhalla, New York 10595

engineering services in connection with the Solar Power Feasibility Study, Westchester Community College, Valhalla, New York, for a total fee of \$61,040.00, pursuant to an approved budget, which represents the best possible contract for the County.

Woodard & Curran, P.A., P.C., has proposed the utilization of the following subconsultants: Lynstaar Engineering, PC (electrical) 448-450 Manville Rd, Pleasantville, NY 10570; The DiSalvo Ericson Group (structural) 63 Copps Hill Road, Ridgefield, CT 06877

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, architectural and engineering services of a consultant are required in connection with the Solar Power Feasibility Study, Westchester Community College, Valhalla, New York; and

WHEREAS, the estimated fee for professional services was greater than \$20,000, 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 BSG Engineering, Surveying & Landscape Architects, LLC, C&F Consulting Engineering, PC, CH2M Hill New York, Inc., CHA Consulting, Inc., D&B Engineers and Architects, PC, J. Robert Folchetti & Associates, La Rocca Greene Architects, LLC, Lockwood, Kessler & Bartlett, Inc., LynStaar Engineering, PC, McLaren Engineering Group, Paul C. Rizzo Engineering – NY, PLLC, Savin Engineers, PC, TRC Engineers, Inc., and Woodard & Curran Engineering PA, PC were selected to possibly perform said services; and

WHEREAS, on April 8, 2013, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on May 3, 2013; 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 June 10 2013, selected Woodard & Curran, P.A., P.C., 709 Westchester Ave, White Plains, NY 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 Woodard & Curran, P.A., P.C., 709 Westchester Ave, White Plains, NY, for engineering and architectural services associated with the Solar Power Feasibility Study, 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 \$61,040.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Lynstaar Engineering, PC (electrical) 448-450 Manville Rd, Pleasantville, NY 10570; The DiSalvo Ericson Group (structural) 63 Copps Hill Road, Ridgefield, CT 06877.

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 June 30, 2014; 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.

RESOLUTION

Agreement No. WCC-13-926

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
381	32	WCC-74-00-S	6020-01		\$ 61,040.00

Budget Funding Year(s): 2013/14 Start Date: 6/30/2013 End Date: 6/30/2014
(must match resolution)

Funding Source:

Tax Aid: \$30,520.00

State Aid: \$30,520.00

Federal Aid: _____

Other: _____

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

Vendor No.: _____

Encumbrance No.: _____

WCC-74

Proposal for Architectural/Engineering Services
Solar Power Feasibility Study

On April 8, 2013, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on May 3, 2013

Consultant Qualification List

Ranking

Woodard & Curran Engineering PA, PC
709 Westchester Avenue, Suite L2
White Plains NY 10604
RFP Quotation: \$61,040

1

McLaren Engineering Group
100 Snake Hill Road
West Nyack NY 10994
RFP Quotation: \$63,920

2

D&B Engineers and Architects, PC
4 West Red Oak Lane
White Plains NY 10604
RFP Quotation: \$66,000

3

CHA Consulting, Inc
Attn: Donna Monshower
111 Winners Circle
Albany NY 12205
RFP Quotation: \$79,000

4

La Rocca Greene Architects, LLC
22 Purchase Street
Rye NY 10580
RFP Quotation: \$52,000

5

BSG Engineering, Surveying & Landscape Architects, LLC
1311 Mamaroneck Avenue, Suite 50
White Plains NY 10605
RFP Quotation: N/A

N/A

C&F Consulting Engineering, PC
420 North Broadway
White Plains NY 10603
RFP Quotation: N/A

N/A

CH2M Hill New York, Inc.
99 Cherry Hill Road, Ste. 200
Parsippany NJ 07054
RFP Quotation: N/A

N/A

J. Robert Folchetti & Associates
247 Route 100
Somers NY 10589
RFP Quotation: N/A

N/A

Lockwood, Kessler & Bartlett, Inc.
One Aerial Way
Syosset NY 11791
RFP Quotation: N/A

N/A

LynStaar Engineering, PC
448-450 Manville Road
Pleasantville NY 10570
RFP Quotation: N/A

N/A

Paul C. Rizzo Engineering – NY, PLLC
580 White Plains Road, Suite 400
Tarrytown NY 10591
RFP Quotation: N/A

N/A

Savin Engineers, PC
3 Campus Drive
Pleasantville NY 10570
RFP Quotation: N/A

N/A

TRC Engineers, Inc.
7 Skyline Drive
Hawthorne NY 10532
RFP Quotation: N/A

N/A