

38691

TO: Board of Acquisition and Contract

FROM: Jay T. Pisco, PE
Commissioner of Public Works and Transportation

DATE: February 26, 2014

SUBJECT: Authority to Enter into Agreement #14-909
In the matter of Engineering Services in connection with Audio/Visual System Upgrades,
Westchester County Emergency Operations Center,
200 Bradhurst Avenue, Hawthorne, New York

Consultant: Cerami & Associates, Inc. (WBE)
Agreement Amount: \$93,660.66

Authority of your Honorable Board is requested to enter into an Agreement in connection with Audio/Visual System Upgrades, Westchester County Emergency Operations Center, 200 Bradhurst Avenue, Hawthorne, New York. The consultant shall provide design and construction administration services associated with this project. Design services shall include the preparation of construction contract documents (drawings 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. 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 payment.

The objective of this project will be to provide upgrades to the Audio/Visual ("A/V") system located at the Westchester County Emergency Operations Center ("EOC") in Hawthorne. The EOC is a facility comprised of several rooms that are critical to the emergency response of County government to major emergencies and disasters. It is located at Hudson Valley Transportation Management Center ("HVTMC"), which is a secure New York State owned and operated facility. The current A/V System is entirely an analog system that was installed in 2004 and first used in early 2005. The capability to view electronic media (digital cable television, video, documents, power points, web-based information sources, etc.) and other digital audio and video feeds via an integrated infrastructure, the A/V System that will allow the County to share displays between rooms and screens or monitors is critical for situational awareness and media monitoring. The County seeks to integrate existing and new equipment to expand A/V capabilities throughout the EOC, including upgrading the entire existing analog A/V infrastructure to digital media and to allow for the display of all current analog and digital formats and to expand upon the existing input and output sources. The upgrade shall include facility-wide A/V control via touch panels with the ability to select from a variety of inputs and to direct them to several end points located in rooms throughout the EOC to enhance information sharing and situational awareness for all agency personnel working in the EOC. This agreement will benefit the public as it will enhance the functionality of the A/V system, thereby ensuring the reliable dissemination of information during emergency situations, thus addressing the County Executive's priority area of Safety and Security.

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This Agreement is being funded by a grant from the U.S. Department of Homeland Security (“USDHS”) through the New York State Division of Homeland Security and Emergency Services (“NYSDHSES”). Therefore, in accordance with the terms of the grant, on December 16, 2013 a Request for Proposals (RFP) regarding engineering services in connection with A/V System Upgrades at the EOC was publicly advertised in the New York State Contract Reporter and the Empire State Bid System. Six (6) proposals were subsequently received on January 21, 2014.

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 February 26, 2014, selected Cerami & Associates, Inc., 404 Fifth Avenue, New York, New York 10018, as the number one firm to perform engineering services in connection with Audio/Visual System Upgrades, Westchester County Emergency Operations Center, 200 Bradhurst Avenue, Hawthorne, New York, for a total fee of \$93,660.66, pursuant to an approved budget, which represents the best possible contract for the County.

The Department of Public Works and Transportation will track scheduling and accomplishments by the consultant and perform on-site inspections to ensure the successful completion of this project.

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 Commissioner of the Department of Emergency Services, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, be it hereby

RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of Cerami & Associates, Inc., 404 Fifth Avenue, New York, New York 10018, for engineering services associated with Audio/Visual System Upgrades, Westchester County Emergency Operations Center, 200 Bradhurst Avenue, Hawthorne, New York. The consultant shall provide design and construction administration services associated with this project. Design services shall include the preparation of construction contract documents (drawings 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. 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 payment; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$93,660.66, 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 Commissioner of Public Works and Transportation or his designee and that the completion date shall be December 31, 2016; 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.

JTP/JA/AS

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Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
263	20	391M	4380	T391	\$ 93,660.66

Budget Funding Year(s): 2014 Start Date: 03/01/2014 End Date: 12/31/2016
 (must match resolution)

Funding Source: Tax Dollars: _____ Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$93,660.66 Federal Aid: 100% Federal Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____

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Audio/Visual System Upgrades
Westchester County Emergency Operations Center
Hawthorne, New York
Cerami & Associates, Inc.

<u>List of Respondents</u>	<u>Design Fee</u>	<u>Constr. Admin. Fee</u>
Cerami & Associates, Inc. 404 Fifth Avenue New York, New York 10018 (212) 370-1776	\$ 56,424.86	\$ 37,235.80
Cosentini Associates 2 Pennsylvania Plaza, 3 rd Floor New York, New York 10121 (212) 615-3600	\$ 32,881.42	\$ 15,294.78
ENK Solutions, LLC 1261 Broadway, 7 th Floor New York, New York 10001 (212) 889-8400	\$ 46,445.00	\$ 10,205.00
JHK Engineering, PC 253 West 35 th Street, 3 rd Floor New York, New York 10001 (212) 629-8380	\$ 200,724.26	\$ 105,292.04
LynStaar Engineering, PC 448-450 Manville Road Pleasantville, New York 10570 (914) 741-1290	\$ 185,000.00	\$ 195,000.00
Syska Hennessy Group, Inc. 1515 Broadway New York, New York 10036 (212) 921-2300	\$ 54,800.00	\$ 14,250.00