

42911

**TO:** Board of Acquisition and Contract  
**FROM:** Jay T. Pisco, PE  
Commissioner of Public Works and Transportation  
**DATE:** October 28, 2014  
**SUBJECT:** Authority to Enter into Agreement #14-926 (a Multi-Phased Agreement)  
In the matter of Architectural and Engineering Services in connection with  
Departure Lounge Modifications, Terminal Building, Westchester County Airport,  
Towns of Harrison and North Castle and Village of Rye Brook, New York

**Consultant:** AECOM USA, Inc.

**Agreement Amount:** \$994,715.20

*Subconsultant Approval:* Arora Engineers, Inc. (MBE/DBE)  
Code Red Consulting  
Badey & Watson, Surveying and Engineering, PC  
Lothrop Associates LLP

---

Authority of your Honorable Board is requested to enter into an Agreement in connection with architectural and engineering services for Departure Lounge Modifications, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, 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, 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 intent of this Agreement is to have the design and construction administration performed in multiple phases as subsequent funding becomes available. The initial design phase will define the scope of work and the required budget for the next phases of design and construction administration for which funding shall be appropriated and approved in the future as required to complete this project. The County may choose to amend this Agreement for subsequent phases of work.

The objective of this project is to modify in an effort to right-size, the Departure Lounge of the Terminal Building at the Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook. Over the past five years, County Airport usage has risen from 900,000 to 2,000,000 passengers per year. This project addresses the need for adequate space in the airline passenger departure lounge. The project work shall include, but is not limited to, the following items: (i) relocation and upgrade of utility services; (ii) departure lounge upgrade on the west side of the Terminal Building that will house new departure lounge seating, restrooms for screened passengers, children's lounge, and baggage drop off area; and (iii) renovation of the existing departure lounge space that includes utilization of existing second floor space above the existing departure lounge, new public

**Board of Acquisition and Contract**

**Agreement No. 14-926**

**Departure Lounge Modifications, Terminal Building, Westchester County Airport**

**Towns of Harrison and North Castle and Village of Rye Brook, New York**

**AECOM USA, Inc.**

**Page 2**

restrooms for unscreened passengers, new security screening facilities, snack bar, and ticket lobby improvements. This work will alleviate the overcrowded conditions experienced at the departure lounge and will right-size the lounge. This agreement will benefit the public as it will ensure the safety and security of all airport travelers, flight crews, and employees.

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 County may be eligible for future reimbursement by FAA funds for this contract. Therefore, in accordance with FAA requirements, on February 27, 2014 a Request for Qualifications (RFQ) was advertised in the New York State Contract Reporter and The Journal News. Responses to the RFQ were received on March 26, 2014. Based upon the responses received and after careful consideration, on May 27, 2014, the Professional Selection Board ranked the firm of AECOM USA, Inc., as the number one firm suitable to perform architectural and engineering services for Departure Lounge Modifications, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York.

By Resolution approved July 17, 2014, the County Board of Acquisition and Contract authorized the negotiation based on the cost of technical salaries plus a fixed fee with a not-to-exceed ceiling, with the firm ranked as number one, AECOM USA, Inc., 605 Third Avenue, 27<sup>th</sup> Floor, New York, New York 10158, and a proposal was submitted for architectural and engineering services in connection with Departure Lounge Modifications, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York for a total fee of \$994,715.20, pursuant to an approved budget, which represents the best possible contract for the County.

Payment for this contract will be made from the Airport Passenger Facility Charge Fund, not the County General Fund and will not impact the County tax levy.

In addition, AECOM USA, Inc., has requested the utilization of the following subconsultants: Arora Engineers, Inc. (Mechanical, Electrical, Plumbing, and Special Systems Engineering), 1 Gateway Center, Newark, New Jersey 07102; Code Red Consulting (Code Consulting), 1881 Worcester Road, Framingham, Massachusetts 01701; Badey & Watson, Surveying and Engineering, PC (Land Surveying), 3063 Route 9, Cold Spring, New York 10516; and Lothrop Associates LLP (Architectural Services), 333 Westchester Avenue, White Plains, New York 10604.

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 Commissioner of Public Works and Transportation, be it:

RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of AECOM USA, Inc., 605 Third Avenue, 27<sup>th</sup> Floor, New York, New York 10158, for architectural and engineering services associated with Departure Lounge Modifications, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, 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, 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; 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 \$994,715.20, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Arora Engineers, Inc. (Mechanical, Electrical, Plumbing, and Special Systems Engineering), 1 Gateway Center, Newark, New Jersey 07102; Code Red Consulting (Code Consulting), 1881 Worcester Road, Framingham, Massachusetts 01701; Badey & Watson, Surveying and Engineering, PC (Land Surveying), 3063 Route 9, Cold Spring, New York 10516; and Lothrop Associates LLP (Architectural Services), 333 Westchester Avenue, White Plains, New York 10604; 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, 2018; 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/PC/JM/AS

Agreement No. 14-926

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	362	44	A083A07E	6120-03	N/A	\$ 994,715.20

Budget Funding Year(s): 2014 Start Date: 12/01/14 End Date: 12/31/18  
 (must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_ Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$994,715.20 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: 100% Airport Passenger Facility Charge Fund Encumbrance No.: \_\_\_\_\_