

45361

**TO:** Board of Acquisition and Contract  
**FROM:** Jay T. Pisco, PE  
Commissioner of Public Works and Transportation  
**DATE:** March 17, 2015  
**SUBJECT:** Authority to Enter into Agreement #15-915  
In the matter of Engineering Services in connection with  
Boiler Replacement, Terminal Building, Westchester County Airport,  
Towns of Harrison and North Castle and Village of Rye Brook, New York

**Consultant:** GLA Consulting Engineers, PC

**Agreement Amount:** \$99,356.00

*Subconsultant Approval:* DACK Consulting Solutions, Inc. (MBE/WBE)

Authority of your Honorable Board is requested to enter into an Agreement in connection with engineering services for Boiler Replacement, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. The consultant shall provide design, construction administration, and commissioning 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. For commissioning services, the consultant shall observe the contractors' testing/start-up of all proposed heating system components and provide written commissioning report certifying all proposed heating system components are performing as intended in conformance with the design requirements.

The objective of this project is to replace the two existing boilers that provide heat to the Terminal Building at the Westchester County Airport. This work is necessary due to extensive deterioration of the boilers beyond their intended service life. The existing boilers use number 2 fuel oil, are rated for approximately 2,000 MBH each, and are arranged in a primary/secondary hot water distribution system. The boilers and associated heating system components have become increasingly difficult to repair since the equipment and parts are no longer supported by the manufacturer. The replacement of these boilers will make the heating system more energy efficient, more reliable, and will eliminate costly repairs. The proposed heating system shall be converted to operate using natural gas. This agreement will benefit the public as it will ensure reliable operation of the heating system at the Terminal Building which serves all County Airport travelers, flight crews, and employees.

**Board of Acquisition and Contract**  
**Agreement No. 15-915**  
**Boiler Replacement, Terminal Building, Westchester County Airport**  
**Towns of Harrison and North Castle and Village of Rye Brook, New York**  
**OLA Consulting Engineers, PC**  
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On October 8, 2014, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide mechanical engineering services for an estimated fee not-to-exceed \$100,000. The Professional Prequalification Board approved a list of nine (9) qualified firms. The list was reviewed by the Professional Selection Board on February 12, 2015, whereby three firms were selected to possibly perform said services.

By Resolution approved March 12, 2015, your Honorable Board authorized the County to negotiate with the firm of OLA Consulting Engineers, PC, 50 Broadway, Hawthorne, New York 10532, and a proposal was submitted for engineering services for Boiler Replacement, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York, for a total fee of \$99,356.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, OLA Consulting Engineers, PC, has requested the utilization of the following subconsultant: DACK Consulting Solutions, Inc. (Cost Estimating Services), 2 William Street, Suite 202, White Plains, New York 10601.

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.

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

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

I recommend adoption of the attached proposed Resolution.

JTP/PC/JM/AS

# 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 OLA Consulting Engineers, PC, 50 Broadway, Hawthorne, New York 10532, for engineering services associated with Boiler Replacement, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. The consultant shall provide design, construction administration, and commissioning 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. For commissioning services, the consultant shall observe the contractors' testing/start-up of all proposed heating system components and provide written commissioning report certifying all proposed heating system components are performing as intended in conformance with the design requirements; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$99,356.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultant also be approved: DACK Consulting Solutions, Inc. (Cost Estimating Services), 2 William Street, Suite 202, White Plains, New York 10601; 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, 2017; 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.

Agreement No. 15-915

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	361	44	A083A05E	6120-03	BA #72-2013	\$ 99,356.00

Budget Funding Year(s): 2015 Start Date: 04/30/15 End Date: 12/31/17  
 (must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_ Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$99,356.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: 100% Airport Special Revenue Fund Encumbrance No.: \_\_\_\_\_