

50125

**TO:** Board of Acquisition and Contract

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

**DATE:** December 15, 2015

**SUBJECT:** Authority to Enter into Agreement #15-960  
In the matter of Architectural and Engineering Services in connection with  
Interior Rehabilitation, Westchester County Center, White Plains, New York

**Consultant:** **Peter F. Gaito Architecture, LLC d/b/a  
Peter F. Gaito & Associates**

**Agreement Amount:** **\$288,642.00**

*Subconsultant Approval:* *LynStaar Engineering, PC (WBE)*  
*Goldstick Lighting Design, Ltd. (WBE)*  
*Starr Entertainment Group*  
*Harani Group (MBE)*  
*Quest, Inc. (MBE)*  
*John Meyer Consulting*

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Authority of your Honorable Board is requested to enter into an Agreement in connection with Interior Rehabilitation, Westchester County Center, White Plains, 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 objective of this project will be to rehabilitate interior components of the Westchester County Center. The County Center was built in 1924 as a multi-purpose indoor recreational facility to host community programs and income-producing commercial events. Approximately 500,000 people visit the County Center annually. This heavy usage over the years has resulted in excessive wear and tear throughout the facility. This project will address interior components of the County Center including rehabilitation of the rest rooms, dressing rooms, stage lighting system, and sound system. This agreement will benefit the public as it ensures that the facility meets ongoing operational needs and complies with current building codes, thus addressing the County Executive's priority areas of Best Management Practices, Infrastructure, and Life Safety.

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 October 8, 2014, 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 November 12, 2014 whereby H2M Architects, Engineers, Land Surveying and Landscape Architecture, DPC d/b/a H2M architects + engineers; KG&D Architects & Engineers, PC; LaRocca Greene Architects, LLC; Lothrop Associates LLP; Peter F. Gaito Architecture, LLC d/b/a Peter F. Gaito & Associates; Stephen Tilly, Architect; and Sullivan Architecture, PC were selected to possibly perform said services. On August 20, 2015, a request for proposal (RFP) was sent to the qualified firms and subsequently four (4) proposals were received on September 29, 2015.

Board of Acquisition and Contract  
Agreement No. 15-960  
Interior Rehabilitation  
Westchester County Center  
White Plains, New York  
Peter F. Gaito Architecture, LLC d/b/a Peter F. Gaito & Associates  
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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 November 10, 2015, selected Peter F. Gaito Architecture, LLC d/b/a Peter F. Gaito & Associates, 333 Westchester Avenue, Suite S303, White Plains, New York 10604, as the number one firm to perform architectural and engineering services in connection with Interior Rehabilitation, Westchester County Center, White Plains, New York, for a total fee of \$288,642.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, Peter F. Gaito Architecture, LLC d/b/a Peter F. Gaito & Associates has requested the utilization of the following subconsultants: LynStaar Engineering, PC (Mechanical, Electrical, Plumbing, and Fire Protection Engineering Services), 448-450 Manville Road, Pleasantville, New York 10570; Goldstick Lighting Design, Ltd. (Lighting Design Services), 2 Gabriel Court, White Plains, New York 10605; Starr Entertainment Group (Sound System Design Services), 2 Central Avenue, Ravena, New York 12143; Harani Group (Structural Engineering and Site Safety Design Services), 30 Jericho Executive Plaza, Jericho, New York 11753; Quest, Inc. (Environmental Testing Services), 1376 Route 9, Wappingers Falls, New York 12590; and John Meyer Consulting (Civil Engineering Design Services and Environmental Consultant), 120 Bedford Road, Armonk, New York 10504.

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

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.

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

I recommend adoption of the attached proposed Resolution.

JTP/JA/AS

# 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 Peter F. Gaito Architecture, LLC d/b/a Peter F. Gaito & Associates, 333 Westchester Avenue, Suite S303, White Plains, New York 10604, for architectural and engineering services associated with Interior Rehabilitation, Westchester County Center, White Plains, 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, a total compensation of \$288,642.00, 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 (Mechanical, Electrical, Plumbing, and Fire Protection Engineering Services), 448-450 Manville Road, Pleasantville, New York 10570; Goldstick Lighting Design, Ltd. (Lighting Design Services), 2 Gabriel Court, White Plains, New York 10605; Starr Entertainment Group (Sound System Design Services), 2 Central Avenue, Ravena, New York 12143; Harani Group (Structural Engineering and Site Safety Design Services), 30 Jericho Executive Plaza, Jericho, New York 11753; Quest, Inc. (Environmental Testing Services), 1376 Route 9, Wappingers Falls, New York 12590; and John Meyer Consulting (Civil Engineering Design Services and Environmental Consultant), 120 Bedford Road, Armonk, New York 10504; 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, 2019; 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. 15-960

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
372	42	RCC1101E	6120-01	BA #8-2015	\$ 65,000.00
372	42	RCC1102E	6120-01	BA #8-2015	\$ 223,642.00

Budget Funding Year(s): 2016 Start Date: 01/31/2016 End Date: 12/31/2019  
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$288,642.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_