



Westchester Community College

State University of New York

50646

TO: Board of Acquisition and Contract

FROM: Dr. Belinda S. Miles
President

DATE: January 22, 2016

SUBJECT: Authority to Enter into Agreement WCC-16-964 with
Lynstaar Engineering, PC
In the matter of Engineering Services in connection with the
Security Master Plan, Phase III,
Westchester Community College, Valhalla, New York
Agreement Amount: \$134,800.00

Authority of your Honorable Board is requested to enter into an Agreement in connection with the Security Master Plan, Phase III, Westchester Community College, Valhalla, 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, bid analysis, preparation of any addenda, if required, and recommendation to award 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 payments.

The objective of this project covers the installation of physical security devices throughout building interiors and the upgrading of the security system infrastructure (software & hardware) to the most current generation. Where ever possible, proposed new materials will be incorporated in compliance with LEED guidelines for environmentally sustainability as per the United States Green Building Council.

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 September 29, 2015, 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 October 5, 2015, whereby C&S Companies, D&B Engineers & Architects, Lynstaar Engineering, PC, and OLA Consulting Engineers were selected to possibly perform said services. On December 1, 2015, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on December 22, 2015.

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 January 12, 2016, selected Lynstaar Engineering, PC, 448-450 Manville Road, Pleasantville, NY 10570, as the number one firm to perform engineering services in connection with the Security Master Plan, Phase III, Westchester Community College, Valhalla, New York, for a total fee of \$134,800.00, pursuant to an approved budget, which represents the best possible contract for the County.

Board of Acquisition and Contract
Contract No. WCC-16-964
Proposal for Engineering Services
Security Master Plan, Phase III
75 Grasslands Road
Valhalla, New York 10595

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 Transportation, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

RESOLUTION

Upon communication from the President, Westchester Community College,

WHEREAS, engineering services of a consultant are required in connection with the Security Master Plan, Phase III, Westchester Community College, Valhalla, New York; and

WHEREAS, the estimated fee for professional services was greater than \$100,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on September 29, 2015, 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 October 5, 2015, whereby C&S Companies, D&B Engineers & Architects, Lynstaar Engineering, PC, and OLA Consulting Engineers were selected to possibly perform said services; and

WHEREAS, on December 1, 2015, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on December 22, 2015; 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 January 12, 2016, selected Lynstaar Engineering, PC, 448-450 Manville Road, Pleasantville, NY 10570 as 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 Lynstaar Engineering, PC, 448-450 Manville Road, Pleasantville, NY 10570, for engineering services associated with the Security Master Plan, Phase III, 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 \$134,800.00, 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 President Westchester Community College 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.

RESOLUTION

Agreement No. WCC-16-964

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
381	32	WCC78-00-E	6020-01		\$ 134,800.00

Budget Funding Year(s): 2015/2016 Start Date: 4/1/2016 End Date: 12/31/2017
(must match resolution)

Funding Source:

Tax Aid: \$67,400.00

State Aid: \$67,400.00

Federal Aid: _____

Other: _____

Bond Act: 99-2014

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

Vendor No.: _____

Encumbrance No.: _____

WCC-78

Proposal for Engineering Services
Safety and Security, Phase III

On December 1, 2015, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on December 22, 2015.

List Of Respondents

Ranking

LynStaar Engineering, P.C.
448-450 Manville Road
Pleasantville, New York 10570
RFP Quotation: \$134, 800.00

1

C&S Companies
41 State Street, Suite 405
Albany, New York 12207
RFP Quotation: \$135,070.00

2

OLA Consulting Engineers
50 Broadway, 2nd Floor
Hawthorne, NY 10532
RFP Quotation: No Bid

N/A

D&B Engineers & Architects
4 West Red Oak Lane, Suite 315
White Plains, NY 10604
RFP Quotation: No Bid

N/A