

52147

TO: Board of Acquisition and Contract

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

DATE: May 31, 2016

SUBJECT: Authority to Enter into Agreement #16-908
In the matter of Engineering Services in connection with
Wastewater Disposal System Improvements, George's Island Park, Town of Cortlandt, New York

Consultant: Maser Consulting PA
Agreement Amount: \$46,500.00

Authority of your Honorable Board is requested to enter into an Agreement in connection with engineering services for Wastewater Disposal System Improvements, George's Island Park, Town of Cortlandt, 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 is to make wastewater disposal system improvements at George's Island Park. The scope of this project involves installation of a fully functioning wastewater disposal system, including but not limited to drain fields and septic tanks. This work is necessary to provide sanitary facilities that are in compliance with all applicable regulations. This agreement will benefit the public as it will insure that the facilities at George's Island Park are environmentally compliant, thereby enhancing the health and general welfare of the residents of Westchester County. Neglecting to upgrade this critical element of the site may result in a failure, including the occurrence of a sewage overflow emergency that could allow sewage into the surrounding properties and cause regulatory violations.

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.

On December 22, 2015, the Professional Prequalification Board was canvassed for the purpose of generating a list of qualified firms to provide professional services for this project. The Professional Prequalification Board approved a list of six (6) qualified firms to provide professional services for this project. As the fee is estimated to be less than \$100,000, on April 18, 2016 the Professional Selection Board reviewed this eligible list of qualified firms, whereby three firms were selected to possibly perform said services.

By Resolution approved May 26, 2016, your Honorable Board authorized the County to negotiate with the firm of Maser Consulting PA, 11 Bradhurst Avenue, Hawthorne, New York 10532, and a proposal was submitted for engineering services for Wastewater Disposal System Improvements, George's Island Park, Town of Cortlandt, New York, for a total fee of \$46,500.00, pursuant to an approved budget.

Proposed form of Resolution to accomplish the foregoing is attached hereto.

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 Maser Consulting PA, 11 Bradhurst Avenue, Hawthorne, New York 10532, for engineering services for Wastewater Disposal System Improvements, George's Island Park, Town of Cortlandt, 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 \$46,500.00 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 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.

JTP/RSD/AS

Agreement No. 16-908

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	372	42	RGE0301E	6120-03	BA #144-2014	\$ 46,500.00

Budget Funding Year(s): 2016 Start Date: 07/15/16 End Date: 12/31/19
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$46,500.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____