

55220

TO: Board of Acquisition and Contract

FROM: Vincent F. Kopicki, PE
Commissioner of Public Works and Transportation

DATE: February 14, 2017

SUBJECT: Authority to Enter into Agreement #16-927 in the matter of
Architectural and Engineering Services in connection with Rehabilitation of Various
Buildings, Blue Mountain Reservation, Town of Cortlandt and City of Peekskill, New
York

Consultant: Stephen Tilly, Architect
Agreement Amount: \$150,000.00

Subconsultant Approval: Werner E. Tietjen, PE, Consulting Engineer
Environmental Management Solutions of NY, Inc.

Authority of your Honorable Board is requested to enter into an Agreement in connection with architectural and engineering services for Rehabilitation of Various Buildings, Blue Mountain Reservation, Town of Cortlandt and City of Peekskill, 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 various buildings at Blue Mountain Reservation. The buildings located in the park which are in deteriorated condition and require rehabilitation include the Trail Lodge, Park Office, Storage Building, Maintenance Building, Sand Shelter, Wood Storage Shed, and Ticket Booth. This project will rehabilitate various components of each building including, but not limited to, the following: replace windows and doors; replace roofing, gutters, and flashing; replace ceilings; replace floors; replace walls and interior finishes; paint inside and out; repair cracked foundation walls/leaks and provide waterproofing as necessary; site work improvements in proximity of building exterior; upgrade utilities including water, sanitary, electrical, and communications; and provide fire alarm system. This agreement will benefit the public as it ensures that each 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.

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Rehabilitation of Various Buildings
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Stephen Tilly, Architect
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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 Ammann & Whitney Consulting Engineers, PC; Busing Associates, Architects, LLP; DCAK-MSA Architecture & Engineering, PC; Foit-Albert Associates; and Stephen Tilly, Architect were selected to possibly perform said services. On March 17, 2016, a request for proposal (RFP) was sent to the qualified firms and subsequently three (3) proposals were received on April 21, 2016.

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 October 12, 2016, selected Stephen Tilly, Architect, 22 Elm Street, Dobbs Ferry, New York 10522, as the number one firm to perform architectural and engineering services in connection with Rehabilitation of Various Buildings, Blue Mountain Reservation, Town of Cortlandt and City of Peekskill, New York, for a total fee of \$150,000.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, Stephen Tilly, Architect, has requested the utilization of the following subconsultants: Werner E. Tietjen, PE, Consulting Engineer (Mechanical, Electrical, and Plumbing Engineering Services), 68 Purchase Street, Rye, New York 10580; and Environmental Management Solutions of NY, Inc. (Hazardous Materials Evaluation Services), 23 State Street, Ossining, New York 10562.

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 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 Commissioner of the Department of Parks, Recreation and Conservation, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

VFK/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 Stephen Tilly, Architect, 22 Elm Street, Dobbs Ferry, New York 10522, for architectural and engineering services associated with Rehabilitation of Various Buildings, Blue Mountain Reservation, Town of Cortlandt and City of Peekskill, 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 \$150,000.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Werner E. Tietjen, PE, Consulting Engineer (Mechanical, Electrical, and Plumbing Engineering Services), 68 Purchase Street, Rye, New York 10580; and Environmental Management Solutions of NY, Inc. (Hazardous Materials Evaluation Services), 23 State Street, Ossining, New York 10562; 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, 2021; 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. 16-927

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
372	42	RBM0401E	6120-01	BA #46-2012	\$ 150,000.00

Budget Funding Year(s): 2017 Start Date: 04/01/2017 End Date: 12/31/2021
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$150,000.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____