

55401

TO: Board of Acquisition and Contract
FROM: Vincent F. Kopicki, PE
Commissioner of Public Works and Transportation
DATE: February 21, 2017
SUBJECT: Authority to Enter into Agreement #16-925 in the matter of
Architectural and Engineering Services in connection with
Westchester County Jail Kitchen Infrastructure Rehabilitation,
Valhalla Campus at Grasslands, Valhalla, New York

Consultant: Lothrop Associates LLP
Agreement Amount: \$194,875.00

Subconsultant Approval: Grigg & Davis Engineers, PC (**WBE**)
OLA Consulting Engineers, PC
Cuno Environmental Corp. (**MBE**)
Nasco Construction Services Inc. (**WBE**)
Romano Gatland Food Service Consultants & Planners
Worldwide

Authority of your Honorable Board is requested to enter into an Agreement in connection with architectural and engineering services for Westchester County Jail Kitchen Infrastructure Rehabilitation, Valhalla Campus at Grasslands, 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, 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 the kitchen at the Westchester County Jail which is currently in deteriorated condition. This project will repair and replace the flooring system at the County Jail Kitchen and will include repairs and/or replacement of, but not limited to, the following items: concrete sub flooring, structural steel, epoxy top coat, expansion joints, floor drains, and grease traps. In order to facilitate construction of the repairs, this project will also include the creation of a temporary kitchen and food preparation area that will supply the daily dietary needs for the Department of Correction population (approximately 4,500 meals per day). The temporary kitchen will be located in the existing Penitentiary Kitchen. Equipment to be replaced includes, but is not limited to, three (3) walk-in refrigerators, one (1) walk-in freezer, and one (1) cook's refrigerator. 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 November 16, 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 January 12, 2016, whereby D&B Engineers and Architects, PC; Hillman & Miley Consulting Engineers, PLLC; LiRo Architects + Planners, PC; Lothrop Associates LLP; Perkins Eastman Architects, DPC; and STV Inc. were selected to possibly perform said services. On April 1, 2016, a request for proposal (RFP) was sent to the qualified firms and subsequently three (3) proposals were received on May 19, 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 Lothrop Associates LLP, 333 Westchester Avenue, White Plains, New York 10604, as the number one firm to perform architectural and engineering services in connection with Westchester County Jail Kitchen Infrastructure Rehabilitation, Valhalla Campus at Grasslands, Valhalla, New York, for a total fee of \$194,875.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, Lothrop Associates LLP, has requested the utilization of the following subconsultants: Grigg & Davis Engineers, PC (Structural Engineering Services), 21 Crossway, Scarsdale, New York 10583; OLA Consulting Engineers, PC (Mechanical, Electrical, and Plumbing Engineering Services), 50 Broadway, Hawthorne, New York 10532; Cuno Environmental Corp. (Environmental Consulting Services), 2 Gramatan Avenue, Suite 301, Mount Vernon, New York 10550; Nasco Construction Services Inc. (Cost Estimating Services), 200 Business Park Drive, Armonk, New York 10504; and Romano Gatland Food Service Consultants & Planners Worldwide (Kitchen Design Consulting Services), 58 Albany Avenue, Suite 20, Amityville, New York 11701.

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 Correction, 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 Lothrop Associates LLP, 333 Westchester Avenue, White Plains, New York 10604, for architectural and engineering services associated with Westchester County Jail Kitchen Infrastructure Rehabilitation, Valhalla Campus at Grasslands, 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, 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 \$194,875.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Grigg & Davis Engineers, PC (Structural Engineering Services), 21 Crossway, Scarsdale, New York 10583; OLA Consulting Engineers, PC (Mechanical, Electrical, and Plumbing Engineering Services), 50 Broadway, Hawthorne, New York 10532; Cuno Environmental Corp. (Environmental Consulting Services), 2 Gramatan Avenue, Suite 301, Mount Vernon, New York 10550; Nasco Construction Services Inc. (Cost Estimating Services), 200 Business Park Drive, Armonk, New York 10504; and Romano Gatland Food Service Consultants & Planners Worldwide (Kitchen Design Consulting Services), 58 Albany Avenue, Suite 20, Amityville, New York 11701; 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. 16-925

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	335	35	BCR5201E	6120-01	BA #91-2015	\$ 194,875.00

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.: _____
\$194,875.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____