



# Westchester Community College

State University of New York

59235

**TO:** Board of Acquisition and Contract

**FROM:** Dr. Belinda S. Miles  
President

**DATE:** October 2, 2017

**SUBJECT:** First Amendment to Agreement No. WCC-16-967  
Consulting Services in connection with the  
Space Utilization Study  
Westchester Community College  
Valhalla, New York

Consultant:	JMZ Architects and Planners, PC
Original Agreement Amount:	\$89,600.00
This Amendment:	\$64,000.00

On July 21, 2016 Your Honorable Board authorized the County, acting by and through Westchester Community College (the "College"), to enter into an agreement with JMZ Architects and Planners, PC, 190 Glen Street, PO Box 725, Glens Falls, NY 12801 ("JMZ") for consulting services in connection with the Space Utilization Study, Westchester Community College, Valhalla, New York (the "Agreement"). The Agreement was subsequently executed.

Authority of your Honorable Board is now hereby requested to amend the Agreement in order to increase to total not to exceed amount by \$64,000.00, to extend the termination date of the agreement to December 31, 2018 and to provide for additional services to be provided by JMZ in order to broaden its analysis to include all assignable space on the main campus and a complete and thorough update to the 2012 Facilities Master Plan that will inform the institution's future capital project requests.

In accordance with the original Agreement, the consultant conducted a space audit and utilization study that has quantified the amount of instructional space the College will need going forward. This amendment will be to broaden the analysis to include all assignable space on the main campus and a complete and thorough update to the 2012 Facilities Master Plan that will inform the institution's future capital project requests.

The consulting discipline encompassed in this Amendment is an integral part of the project that involves the same degree of skill, experience and complexity as the expertise generally described in the original project. Accordingly, this type of consulting discipline was originally contemplated in the Professional Prequalification Board and Professional Selection Board process that was duly conducted in connection with the award of the original Agreement.

The fee for the above services is for an amount of \$64,000.00, pursuant to an approved budget, bringing the total Agreement plus Amendment to \$153,600.00. In addition, the completion date of the Agreement shall be extended until Dec 31, 2018.

I recommend adoption of the attached Resolution.

# RESOLUTION

Upon a communication from Belinda S. Miles, President, Westchester Community College,

WHEREAS, authority was granted to enter into an Agreement between the County of Westchester and JMZ Architects and Planners, PC, 190 Glen Street, PO Box 725, Glens Falls, NY 12801. The original Agreement, dated

July 21, 2016, was for consulting services in connection with the Space Utilization Study, Westchester Community College, Valhalla N.Y.; therefore be it

RESOLVED, that the existing Agreement be amended to provide for additional consulting services in connection with the Space Utilization study in order to broaden the analysis to include all assignable space on the main campus and a complete and thorough update to the 2012 Facilities Master Plan that will inform the institution's future capital project requests.; and be it further

RESOLVED, that for the additional services rendered, JMZ Architects and Planners, PC., shall be paid a fee of \$64,000.00 pursuant to an approved budget, increasing the total maximum fee to \$153,600.00; and be it further

RESOLVED, that the completion date of the Agreement shall be extended to December, 31, 2018; and be it further

RESOLVED, that all other provisions of the existing Agreement shall remain in full force and effect; 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.

Original Agreement	\$	89,600.00
This Amendment		<u>64,000.00</u>
TOTAL	\$	153,600.00

Agreement No. WCC-16-697

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
	381	32	WCC80-00-E	6020-01		\$ 27,050.00
	381	32	WCC-74-00-S	6020-01		\$ 36,950.00

Budget Funding Year(s): 2017/18 Start Date: 9/11/16 End Date: 12/31/18

(must match resolution)

Funding Source: Tax Dollars: \$64,000.00 Contractor Federal I.D. No./ Social Security No.: \_\_\_\_\_

State Aid: \_\_\_\_\_

Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_

Other: \_\_\_\_\_ Encumbrance

Bond Act: WCC80/WCC74: Cash to Capital

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/02/2017 - LISA MRIJAJ, SECRETARY