

62528

**TO:** Board of Acquisition and Contract  
**FROM:** Hugh J. Greechan, Jr., P.E.  
Commissioner of Public Works and Transportation  
**DATE:** April 5, 2018  
**SUBJECT:** Third Amendment to Agreement No. 12-902  
In the matter of Engineering Services in connection with the Airport Master Plan,  
Phase I – Study, Westchester County Airport, Towns of Harrison and North Castle  
and Village of Rye Brook, New York

**Consultant: DY Consulting Engineer, P.C. d/b/a DY Consultants (MBE)**  
**Amendment Amount: \$120,258.00**

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Pursuant to a Resolution approved on August 16, 2012, the County of Westchester (the “County”) entered into Agreement Number 12-902 with DY Consulting Engineers, P.C. d/b/a DY Consultants (the “Consultant”), 401 Franklin Avenue, Suite 318, Garden City, New York 11530, wherein the Consultant was to provide engineering services in connection with the Airport Master Plan, Phase I – Study, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. The Agreement was thereafter amended by Resolution approved February 10, 2017 to extend the term of the Agreement until December 31, 2017. The Agreement was thereafter further amended by Resolution approved June 22, 2017 to change the name of the Consultant from DY Consulting Engineers, P.C. d/b/a DY Consultants to DY Consulting Engineer, P.C. d/b/a DY Consultants, and to provide additional engineering services in connection with the Airport Master Plan, Phase I – Study, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York (the agreement and each amendment hereinafter referred to as the “Agreement”).

The study services included in the Agreement are in progress. The County has been satisfied with the quality of services provided to date.

It is requested that the Agreement be further amended to provide for services in connection with additional informational meetings that will be held regarding the Airport Master Plan. The Consultant shall prep for the meetings, including attending a pre-meeting with County staff and Administration, attend/present at a County Planning Board meeting and an informational public meeting, provide a stenographer at the public meeting to create a transcript of the presentation and record all public comments, and work with the County after the meeting to address comments.

The objective of this project is to provide the County, the community, public officials, Airport tenants, environmental stewards as well as other regulatory agencies with proper guidance for future development at the Westchester County Airport to satisfy light and heavy general aviation demands and commercial aviation while continuing to improve environmental performance. The primary goal for this project is to develop both an air and land side facilities plan and an infrastructure plan to meet the current and future operational needs of the Airport. This Agreement will benefit the public as it will create recommendations for new and innovative ideas to provide for the orderly future development of the Airport in a manner that will enhance and develop sound cost structures, improve customer service and ensure continued compliance with safety, security and environmental goals and objectives.

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Airport Master Plan, Phase I - Study  
Westchester County Airport  
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The engineering discipline encompassed in this Amendment is not new, but rather 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 engineering discipline was originally contemplated in the Professional Prequalification Board and Professional Selection Board process.

The fee for the above services is for an amount of \$120,258.00 pursuant to an approved budget, bringing the total Agreement plus Amendments to \$1,697,963.63. In addition, the completion date of the Agreement shall be extended to December 31, 2018.

Payment for this Amendment will be made from the Airport Special Revenue Fund, not the County General Fund and will not impact the County tax levy.

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.

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

# RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, be it hereby

RESOLVED, that the Agreement between the County of Westchester and DY Consulting Engineer, P.C. d/b/a DY Consultants, 401 Franklin Avenue, Suite 318, Garden City, New York 11530, be amended to provide for services in connection with additional informational meetings that will be held regarding the Airport Master Plan. The Consultant shall prep for the meetings, including attending a pre-meeting with County staff and Administration, attend/present at a County Planning Board meeting and an informational public meeting, provide a stenographer at the public meeting to create a transcript of the presentation and record all public comments, and work with the County after the meeting to address comments; and be it further

RESOLVED, that for the additional services rendered in accordance with the consultant's proposal DY Consulting Engineer, P.C. d/b/a DY Consultants shall be paid a fee of \$120,258.00 pursuant to an approved budget, increasing the total maximum fee to \$1,697,963.63; 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 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	\$1,382,705.63	(Airport Master Plan, Phase I - Study)
First Amendment	\$ 0.00	(Term Extension Only)
Second Amendment	\$ 195,000.00	(Airport Master Plan, Phase I – Additional Study Services)
This Amendment	\$ 120,258.00	(Airport Master Plan, Phase I – Public Informational Meeting)
<b>TOTAL</b>	<b>\$1,697,963.63</b>	

Agreement No. 12-902

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	161	44	4110	4420-01	N/A	\$120,258.00

Budget Funding Year(s): 2018 Start Date: September 18, 2012 End Date: December 31, 2018  
 (must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_  
 State Aid: \_\_\_\_\_  
\$120,258.00 Federal Aid: \_\_\_\_\_  
 (must match resolution) Other: 100% Airport Special Revenue Fund