

**64690**

**TO:** Board of Acquisition and Contract

**FROM:** Hugh J. Greechan, Jr., PE  
Commissioner of Public Works and Transportation

**DATE:** August 16, 2018

**SUBJECT:** Authority to Enter into Agreement #18-922  
In the matter of Architectural and Engineering Services in connection with  
Woodfield Cottage Detention Center Security Modifications,  
Valhalla Campus, Valhalla, New York

**Consultant:** LiRo Architects + Planners, P.C.  
**Agreement Amount:** \$144,000.00

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Authority of your Honorable Board is requested to enter into an Agreement in connection with architectural and engineering services for Woodfield Cottage Detention Center Security Modifications, Valhalla Campus, 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 is to provide professional architectural and engineering services associated with security modifications at Woodfield Cottage Detention Center. The Department of Probation has advised that staff from the New York State Commission of Correction ("NYSCOC") visited the Woodfield Cottage Detention Center on Friday, June 29, 2018, to survey the facility to see if it meets the Specialized Secure Detention ("SSD") standards for programming the new population of Adolescent Offenders ("AOs") associated with the "Raise the Age" legislation. The existing facility was found to be deficient in the security measures to meet the SSD standards. Specific modifications were identified by the NYSCOC and must be rectified by October 1, 2018, in order for the facility to be used for the shared programming of the AOs.

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.

In accordance with the Accelerated Qualification and Selection Procedure as outlined in the Rules of the Professional Prequalification and Selection Boards (Act 144-1996, §3D), on July 26, 2018, a statement outlining the reason requiring the accelerated procedure, the qualifications of the proposed firm and the scope of work was submitted to the Chairman of the Professional Prequalification Board. The Chairman of the Professional Prequalification Board on July 26, 2018, agreed that the accelerated consultant procurement procedure was warranted. Subsequently, these items were reviewed and approved by the Chairman of the Professional Selection Board on July 27, 2018.

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Woodfield Cottage Detention Center Security Modifications, Valhalla Campus, Valhalla, New York

LiRo Architects + Planners, P.C.

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By Resolution approved August 2, 2018, your Honorable Board authorized the County to negotiate with the firm of LiRo Architects + Planners, P.C., One State Street, 28<sup>th</sup> Floor, New York, New York 10004, and a proposal was submitted for architectural and engineering services for Woodfield Cottage Detention Center Security Modifications, Valhalla Campus, Valhalla, New York, for a total fee of \$144,000.00, pursuant to an approved budget.

It should be noted that the County anticipates reimbursement of all of the costs hereof from New York State.

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

HJG/JJN/as

# 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 LiRo Architects + Planners, P.C. ("Consultant"), One State Street, 28<sup>th</sup> Floor, New York, New York 10004, for architectural and engineering services for Woodfield Cottage Detention Center Security Modifications, Valhalla Campus, 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 \$144,000.00 shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption (s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Consultant, then the Consultant shall have the right to terminate this Agreement upon reasonable prior written notice; 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.

Agreement No. 18-922

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
101	39	2000-2200	4200		\$ 144,000.00

Budget Funding Year(s): 2018 Start Date: 08/23/18 End Date: 12/31/19  
 (must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_ Contractor Federal I.D. No./  
 State Aid: 100% State Social Security No.: \_\_\_\_\_  
\$144,000.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_