



Westchester Community College

State University of New York

65165

TO: Board of Acquisition and Contract

FROM: Dr. Belinda S. Miles
President, Westchester Community College

DATE: September 21, 2018

SUBJECT: Request Authority to Obtain a Proposal and Negotiate a Fee with OLA Consulting Engineers, PC for Engineering Services in Connection with the Library Building Chiller Replacement
Westchester Community College
Westchester County, New York

Authority of your Honorable Board is requested to obtain a proposal and to negotiate a fee in connection with engineering services for the Library Building Chiller Replacement, Westchester Community College, Valhalla, New York.

The objective of this project is to provide professional engineering services associated with the Library Building Chiller Replacement. The Library Building chillers are beyond their useful life and in need of replacement. The Library Building chillers have been malfunctioning and have begun to fail, leaving the building without adequate air conditioning.

Failure to undertake this project may result in inadequate indoor conditions. As the 2018-2019 Academic year has just commenced, the building is occupied with students, faculty and staff. During periods of extreme heat, the number of personnel in the building with the lack of full air conditioning may result conditions that are not conducive for learning. In addition, the lack of full air-conditioning, which is the primary method for dehumidifying the basement, may cause humid conditions. Time is of the essence in order to mitigate the air conditioning issues prior to the 2019 cooling season.

Due to the urgency of this project, the Westchester Community College requested that the accelerated consultant procurement procedure be followed to retain a consultant to provide the necessary engineering services for Library Building Chiller Replacement. In accordance with the Accelerated Qualification and Selection Procedure as outlined in the Rules of the Professional Prequalification and Selections Boards (Act 144-1996, §3D), on September 4, 2018, a statement outlining the aforementioned reason requiring the accelerated procedure, the qualifications of the proposed firm and the scope of work for Library Building Chiller Replacement, Westchester Community College, Valhalla, New York was submitted to the Chairman of the Professional Prequalification Board.

The Chairman of the Professional Prequalification Board on September 4, 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 September 8, 2018, and the firm was selected to perform said services. The firm is:

OLA Consulting Engineers, PC
50 Broadway
Hawthorne, NY 10532

The above-mentioned firm has the expertise on similar projects, technical knowledge, staffing and is the best-qualified firm to accomplish this project in the timeframe allowed.

OLA Consulting Engineers, PC is an engineering firm with significant experience in the design of heating, ventilation and air conditioning systems and their related requirements, including those of immediate concern to the County. The firm is currently engaged by the County for engineering services associated with the Student Center Bookstore Connection project, which is also located at Westchester Community College.

It should be noted that this resolution only seeks authority to obtain a proposal and to negotiate a fee in connection with architectural and engineering services for the aforementioned work in order to both fully inform your Honorable Board of the expected consultant agreement. Authorization to enter into an agreement will be submitted to your Honorable Board for approval after satisfactory completion of negotiations with the consultant.

RESOLUTION

Upon communication from the President, Westchester Community College be it

RESOLVED, that approval is hereby granted to obtain a proposal and to negotiate a fee with OLA Consulting Engineers, PC, 50 Broadway, Hawthorne, NY 10532 for engineering services for Library Building Chiller Replacement, Westchester Community College, Valhalla, New York.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	TBD					0

Budget Funding Year(s) 2018
(must match resolution)

Start Date:

End Date:

Funding Source: Tax Dollars _____

**Contractor Federal I.D. No./,
 Social Security No.:** _____

State Aid _____

Federal Aid _____
(must match resolution)

Vendor No.: _____

Other _____

Encumbrance No.: _____