

67271

TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: January 22, 2019
SUBJECT: Authority to Enter into Agreement #19-902
In the matter of Engineering Services in connection with Food Waste Study,
Refuse Disposal District No. 1, Westchester County, New York

Consultant: Woodard & Curran Engineering P.A. P.C.
Agreement Amount: \$199,700.00

Subconsultant Approval: Center for EcoTechnology
Cammarata Government Affairs, LLC
CDT Tech, Inc.

Authority of your Honorable Board is requested to enter into an Agreement in connection with Food Waste Study, Refuse Disposal District No. 1, Westchester County, New York. The consultant shall provide study services associated with this project. For study services, the consultant shall provide data acquisition, verify existing site conditions, perform environmental testing and analysis, develop alternate solutions with associated cost estimates, prepare a draft report for review, and issue a final report indicating recommended options.

The objective of this project is to prepare a formal study to evaluate the feasibility of incorporating various food waste management options into the County's Solid Waste Management Plan, including but not limited to utilizing excess anaerobic digester capacity at the County's Water Resource Recovery Facilities; stand-alone food waste digester technology; and in-vessel and outdoor composting. The study will include: (1) analyzing the County's waste stream composition, both residential and commercial, particularly with regard to that portion consisting of food waste that is suitable for food rescue initiatives and for recycling; (2) assessing the feasibility of incorporating various food waste processing alternatives into the County's solid waste management operations; and (3) recommending food waste recycling programs. This agreement will benefit the public as it will incorporate policies and programs focused on maximizing the diversion of food waste from the waste stream into the County's Solid Waste Management Plan, thereby enhancing the health and general welfare of County residents.

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 July 19, 2018, 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 August 30, 2018, whereby H2M Architects, Engineers, Land Surveying and Landscape Architecture, DPC d/b/a H2M architects + engineers; Hazen and Sawyer, DPC; and Woodard & Curran Engineering P.A. P.C. were selected to possibly perform said services. On September 11, 2018, a request for proposal ("RFP") was sent to the qualified firms and subsequently two (2) proposals were received on October 11, 2018.

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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 December 19, 2018, selected Woodard & Curran Engineering P.A. P.C., 709 Westchester Avenue, Suite L2, White Plains, New York 10604 as the number one firm to perform engineering services in connection with Food Waste Study, Refuse Disposal District No. 1, Westchester County, New York, for a total fee of \$199,700.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, Woodard & Curran Engineering P.A. P.C. has requested the utilization of the following subconsultants: Center for EcoTechnology (Waste Composition Analysis, Technology Assessment, Data Collection/Management and Reporting), 320 Riverside Drive, Northampton, Massachusetts 01062; Cammarata Government Affairs, LLC (Policy Development), 899 Ocean Avenue, New London, Connecticut 06320; and CDT Tech, Inc. (Advisory Services and Technology Assessment Support), 75 Hennequin Road, Columbia, Connecticut 06237.

The proposed has been reviewed and is judged to be responsive to the task at hand.

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.

This matter has been reviewed by the Deputy County Executive and the Commissioner of the Department of Environmental Facilities, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

HJG/LR/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 Woodard & Curran Engineering P.A. P.C. ("Consultant"), 709 Westchester Avenue, Suite L2, White Plains, New York 10604, for engineering services associated with Food Waste Study, Refuse Disposal District No. 1, Westchester County, New York. The Consultant shall provide study services associated with this project. For study services, the Consultant shall provide data acquisition, verify existing site conditions, perform environmental testing and analysis, develop alternate solutions with associated cost estimates, prepare a draft report for review, and issue a final report indicating recommended options; and be it further

RESOLVED, that for services rendered in accordance with the Consultant's proposal, a total compensation of \$199,700.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Center for EcoTechnology (Waste Composition Analysis, Technology Assessment, Data Collection/Management and Reporting), 320 Riverside Drive, Northampton, Massachusetts 01062; Cammarata Government Affairs, LLC (Policy Development), 899 Ocean Avenue, New London, Connecticut 06320; and CDT Tech, Inc. (Advisory Services and Technology Assessment Support), 75 Hernequin Road, Columbia, Connecticut 06237; 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, 2022; 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. 19-902

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
325	60	RD019-01-F	6120-03	BA #73-2018	\$199,700.00

Budget Funding Year(s): 2019 Start Date: 02/28/2019 End Date: 12/31/2022
(must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
State Aid: _____ Social Security No.: _____
\$199,700.00 Federal Aid: _____ Vendor No.: _____
(must match resolution) Other: _____ Encumbrance No.: _____