

**68093**

**TO:** Board of Acquisition and Contract  
**FROM:** Hugh J. Greechan, Jr., PE  
Commissioner of Public Works and Transportation  
**DATE:** February 19, 2019  
**SUBJECT:** Authority to Enter into Agreement #19-904  
In the matter of Engineering Services in connection with Pelham Lake Rehabilitation,  
Willson's Woods Park, Mount Vernon, New York

**Consultant:** Jacobs Civil Consultants Inc.  
**Agreement Amount:** \$678,079.00

*Subconsultant Approval:* CR Environmental, Inc. (**WBE**)  
Ward Carpenter Engineers, Inc.

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Authority of your Honorable Board is requested for the County of Westchester ("County") acting by and through its Department of Public Works and Transportation ("Department") to enter into an agreement with Jacobs Civil Consultants Inc. ("Consultant") in connection with Pelham Lake Rehabilitation, Willson's Woods Park, Mount Vernon, 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 County also reserves the right to amend this agreement with the Consultant at a future date to provide for construction phase services including but not limited to construction administration services and project close-out services.

The objective of this project is to rehabilitate Pelham Lake located at Willson's Woods Park. The sediment in Pelham Lake, which is part of the Hutchinson River, has reached levels above the waterline almost spanning the entire width of the lake. These silt islands are redirecting the river flow, causing erosion of the lakeshore, making the lake unsightly and causing reduction in biodiversity and water quality in the lake and downstream. The scope of work for this project includes, but is not limited to, the following: removal of sediment, stabilization of the river and lake edge, reconstruction of the outlet structure, reconstruction of the pedestrian bridge, reconstruction of the existing concrete terrace, installation of a paved pathway along the lake, installation of a new pavilion including electric infrastructure, and associated site work. This work is necessary to alleviate existing conditions, create a flood benefit, and create a better environment for wildlife and users of the park. This agreement will benefit the public as it mitigates the impacts of excessive sedimentation and stormwater pollutants on Pelham Lake, thereby enhancing the aesthetic, recreational and ecological values of the lake which promotes public health policies and laws.

Board of Acquisition and Contract  
Agreement No. 19-904  
Pelham Lake Rehabilitation  
Willson's Woods Park  
Mount Vernon, New York  
Jacobs Civil Consultants Inc.  
Page 2

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 Arcadis of New York, Inc.; Divney Tung Schwalbe, LLP; and Jacobs Civil Consultants Inc. were selected to possibly perform said services. On October 29, 2018, a request for proposal ("RFP") was sent to the qualified firms and subsequently one (1) proposal was received on December 5, 2018.

The two (2) firms that declined to submit a proposal were contacted. Arcadis of New York, Inc. and Divney Tung Schwalbe, LLP did not have the staff resources available at that particular time to prepare a responsive proposal.

After reviewing the proposal, 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 January 25, 2019, selected Jacobs Civil Consultants Inc., 500 Seventh Avenue, 17<sup>th</sup> Floor, New York, New York 10018 as the number one firm to perform engineering services in connection with Pelham Lake Rehabilitation, Willson's Woods Park, Mount Vernon, New York, for a total fee of \$678,079.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, Jacobs Civil Consultants Inc. has requested the utilization of the following subconsultants: CR Environmental, Inc. (Bathymetric Survey, Sediment Thickness Survey, and Sediment Coring Survey Services), 639 Boxberry Hill Road, East Falmouth, Massachusetts 02536; and Ward Carpenter Engineers, Inc. (Land Surveying Services), 76 Mamaroneck Avenue, White Plains, New York 10601.

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 Parks, Recreation and Conservation, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

HJG/RSD/AS

# RESOLUTION

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

RESOLVED, that approval for the County of Westchester (“County”) acting by and through its Department of Public Works and Transportation (“Department”) is hereby granted to enter into an agreement with the firm of Jacobs Civil Consultants Inc., (“Consultant”), 500 Seventh Avenue, 17<sup>th</sup> Floor, New York, New York 10018, for engineering services associated with Pelham Lake Rehabilitation, Willson’s Woods Park, Mount Vernon, 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 County also reserves the right to amend this agreement with the Consultant at a future date to provide for construction phase services including but not limited to construction administration services and project close-out services; and be it further

RESOLVED, that for services rendered in accordance with the Consultant’s proposal, a total compensation of \$678,079.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: CR Environmental, Inc. (Bathymetric Survey, Sediment Thickness Survey, and Sediment Coring Survey Services), 639 Boxberry Hill Road, East Falmouth, Massachusetts 02536; and Ward Carpenter Engineers, Inc. (Land Surveying Services), 76 Mamaroneck Avenue, White Plains, New York 10601; 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, 2023; 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. 19-904

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
372	42	RWW04-01-E	6120-03	BA #133-2016	\$678,079.00

Budget Funding Year(s): 2019 Start Date: 04/01/2019 End Date: 12/31/2023  
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$678,079.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_