

69459

TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: April 30, 2019
SUBJECT: Authority to Enter into Agreement #19-910
In the matter of Engineering Services in connection with Water and Electric Service Upgrades,
George's Island Park, Town of Cortlandt, New York

Consultant: D&B Engineers and Architects, P.C.
Agreement Amount: \$185,125.00

Subconsultant Approval: LynStaar Engineering, P.C. (WBE)

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 D&B Engineers and Architects, P.C. ("Consultant") in connection with Water and Electric Service Upgrades, George's Island Park, Town of Cortlandt, 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 upgrade the water and electric service located at George's Island Park. The existing water and electric service is original to the park, is in poor condition, and is inadequate to meet future demands of the park's visitors. The scope of work for this project includes, but is not limited to, the following: replacement of the existing potable water line from the main entrance to the maintenance area, replacement of the existing potable water line to the comfort stations and picnic areas, replacement of the primary electric line into the park from the entrance to the maintenance area, replacement of the secondary electric feeds to the picnic areas and comfort stations, installation of a new transformer, and associated site work. These improvements are necessary to upgrade the water and electric utility infrastructure at George's Island Park. This agreement will benefit the public as it ensures that the facility meets ongoing and future operational needs in compliance with applicable building codes.

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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 D&B Engineers and Architects, P.C.; LynStaar Engineering, P.C.; O'Brien & Gere Engineers, Inc.; and OLA Consulting Engineers, P.C. were selected to possibly perform said services. On December 12, 2018, a request for proposal ("RFP") was sent to the qualified firms and subsequently three (3) proposals were received on January 30, 2019.

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 April 17, 2019, selected D&B Engineers and Architects, P.C., 4 West Red Oak Lane, Suite 315, White Plains, New York 10604 as the number one firm to perform engineering services in connection with Water and Electric Service Upgrades, George's Island Park, Town of Cortlandt, New York, for a total fee of \$185,125.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, D&B Engineers and Architects, P.C. has requested the utilization of the following subconsultant: LynStaar Engineering, P.C., a WBE firm, for Electrical Design Services, 12 Water Street, Suite 202, White Plains, New York 10601.

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

The Department 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 D&B Engineers and Architects, P.C., ("Consultant"), 4 West Red Oak Lane, Suite 315, White Plains, New York 10604, for engineering services associated with Water and Electric Service Upgrades, George's Island Park, Town of Cortlandt, 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 \$185,125.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultant also be approved: LynStaar Engineering, P.C., a WBE firm, for Electrical Design Services, 12 Water Street, Suite 202, 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 the Department 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. 19-910

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	372	42	RGE04-01-E	6120-03	BA #94-2017	\$185,125.00

Budget Funding Year(s): 2019 Start Date: 06/01/2019 End Date: 12/31/2023
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./ Social Security No.: _____
 State Aid: _____ Vendor No.: _____
\$185,125.00 Federal Aid: _____ Encumbrance No.: _____
 (must match resolution) Other: _____