

70589

TO: Board of Acquisition and Contract

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

DATE: July 9, 2019

SUBJECT: Second Amendment to Agreement No. 16-913 in the matter of Architectural and Engineering Services in connection with a New Maintenance Facility and Golf Cart Storage Facility Upgrades, Maple Moor Golf Course, White Plains, New York

Consultant: Lothrop Associates LLP
Amendment Amount: \$75,000.00

Authority of your Honorable Board is requested to amend the existing Agreement No. 16-913 (“Agreement”) between the County of Westchester (“County”) and Lothrop Associates LLP (“Consultant”), 333 Westchester Avenue, White Plains, New York 10604. The original Agreement dated July 12, 2016, was for design services associated with a New Maintenance Facility and Golf Cart Storage Facility Upgrades, Maple Moor Golf Course, White Plains, New York. The Agreement was thereafter amended by Resolution approved on October 18, 2018, to provide construction administration services associated with a New Maintenance Facility and Golf Cart Storage Facility Upgrades, Maple Moor Golf Course, White Plains, New York and to extend the completion date of the Agreement to December 31, 2022.

The architectural and engineering services included in the existing Agreement have been in progress. The Consultant is currently providing construction phase services. The County has been satisfied with the quality of services provided to date. Construction work for this project began in November 2018. During the ongoing construction phase, various issues have arisen which are outside of the scope of work included in the existing Agreement. These items include additional services resulting from inefficient phasing, disposition of excessive excavation spoils, additional drainage improvements, unforeseen underground field conditions, and weather related delays. Additional construction administration services are required at this time.

It is therefore requested that the existing Agreement be further amended to provide for architectural and engineering services in connection with a New Maintenance Facility and Golf Cart Storage Facility Upgrades, Maple Moor Golf Course, White Plains, New York. The Consultant shall provide additional construction administration services associated with this project. For additional construction administration services, the Consultant shall monitor the construction procedures on the site to ensure compliance with the contract documents, coordinate scheduled activities of the contractors, submit construction progress reports and review and process contractors’ applications for payment.

The objective of this project will be to design and construct a New Maintenance Facility and Golf Cart Storage Facility Upgrades at Maple Moor Golf Course. The existing maintenance facility, which is an old repurposed residence and garage, is poorly designed for use as a maintenance facility. Moreover, its current location, at the entrance to the course directly in front of the first tee, is disruptive to the operation of the course because it impedes access by patrons to the clubhouse, cart pick up area, putting green, and first tee. The new maintenance facility shall be relocated to the existing storage area off the third fairway which will remove this operation from the course entrance to a more suitable location outside the public eye. The existing storage area off the third fairway is a wooden building that will need to be demolished for the new maintenance facility which shall be sited on existing cleared area so as not to disturb any existing woodlands. All utilities required for the new maintenance facility will need to be brought in from other areas of the golf course. In addition, the new maintenance facility will be designed in keeping with its intended use. A reconfiguration of the existing layout, along with landscape screening, fencing and related site and infrastructure work is all part of the scope. The new facility will include a superintendent's office, mechanic's shop, employee break room, lockers, restroom, washroom and shower area, equipment storage area, chemical storage area (fertilizer, pesticide, etc.), chemical mixing area, and general work shop. The proposed office space shall be heated and air conditioned. Energy efficient lighting shall be implemented. The new facility will accommodate storage bins for loose material such as topsoil, tee and green mix, gravel, and stone.

The existing maintenance facility currently serves dual purposes for both golf cart storage and maintenance. After the new maintenance building is built and operational, the existing maintenance facility shall be rehabilitated and repurposed for golf cart storage only. Rehabilitation work shall include mold removal from interior masonry foundation walls; garage door replacement; window replacement; gutter/downspout replacement; and exterior stair/retaining wall replacement. A reconfiguration of the existing layout, along with landscape screening, fencing and related site and infrastructure work is all part of the scope. This agreement will benefit the public as it will enhance the functionality of the golf course ensuring its compliance with current building codes and safe continued use by golfers.

The architectural and engineering discipline encompassed in this Amendment is not new, but rather, it is an integral part of the project that involves the same degree of skill, experience and complexity as the expertise generally described in the original project. Accordingly, this type of architectural and engineering discipline was originally contemplated in the Professional Prequalification Board and Professional Selection Board process.

The fee for the above services is for an amount of \$75,000.00 pursuant to an approved budget, bringing the total Agreement plus Amendments to \$896,100.00. The completion date of the Agreement shall remain December 31, 2022.

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.

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

HJG/AJF/RSD/as

RESOLUTION

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

RESOLVED, that the existing Agreement No. 16-913 (“Agreement”) between the County of Westchester (“County”) and Lothrop Associates LLP (“Consultant”), 333 Westchester Avenue, White Plains, New York 10604, be amended to provide for architectural and engineering services in connection with a New Maintenance Facility and Golf Cart Storage Facility Upgrades, Maple Moor Golf Course, White Plains, New York. The Consultant shall provide additional construction administration services associated with this project. For additional construction administration services, the Consultant shall monitor the construction procedures on the site to ensure compliance with the contract documents, coordinate scheduled activities of the contractors, submit construction progress reports and review and process contractors’ applications for payment; and be it further

RESOLVED, that for the additional services rendered in accordance with the Consultant’s proposal, Lothrop Associates LLP, shall be paid a fee of \$75,000.00 pursuant to an approved budget, increasing the total maximum fee to \$896,100.00; and be it further

RESOLVED, that all other provisions of the existing Agreement shall remain in full force and effect; 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.

Original Agreement	\$	341,000.00	(Design Services)
First Amendment		480,100.00	(Construction Administration Services)
This Amendment		<u>75,000.00</u>	(Additional Construction Administration Services)
TOTAL	\$	896,100.00	

Agreement No. 16-913

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
372	42	RGC02-01-I	6120-05	BA #64-2018	\$ 25,000.00
372	42	RGMM1-01-I	6120-05	BA #63-2018	\$ 10,000.00
372	42	RGC14-02-I	6120-05	BA #68-2018	\$ 15,000.00
372	42	RGC17-01-I	6120-05	BA #65-2018	\$ 20,000.00
372	42	RGC18-01-I	6120-05	BA #69-2018	\$ 5,000.00

Budget Funding Year(s): 2019 Start Date: 07/12/16 End Date: 12/31/22
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$75,000.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____