

71579

TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: September 10, 2019
SUBJECT: Authority to Enter into Agreement No. 19-923 in the matter of Consulting Services for a Supplement to the Airport Master Plan, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York, for a term from October 1, 2019 to December 31, 2020, for an amount not to exceed \$980,418.00 payable pursuant to an approved budget and subject to budget appropriations.

Consultant: Merchant Aviation, LLC
Agreement Amount: \$980,418.00

Subconsultant Approval: Amy S. Greene Environmental Consultants, Inc. **(WBE/DBE)**
Carol S. Weed
Environmental Science Associates, Inc.
Economic Development Research Group, Inc.
Jaedicke Consulting LLC **(DBE)**

Authority of your Honorable Board is requested for the County of Westchester (the "County") acting by and through its Department of Public Works and Transportation (the "Department") to enter into Agreement No. 19-923 (the "Agreement") with Merchant Aviation, LLC (the "Consultant"), 382 Springfield Avenue, Suite 411, Summit, New Jersey 07901, in connection with Consulting Services for a Supplement to the Airport Master Plan, Westchester County Airport (the "Airport"), Towns of Harrison and North Castle and Village of Rye Brook, New York, for a term from October 1, 2019 to December 31, 2020, for an amount not to exceed \$980,418.00 payable pursuant to an approved budget and subject to budget appropriations. The services to be performed by the Consultant shall include, but not be limited to: assessing, evaluating and making recommendations concerning the Airport in the context of a unique transportation resource and economic asset, develop and evaluate alternatives to improve operational safety and efficiency of the Airport, develop and evaluate alternatives to improve the environmental performance of the Airport, an evaluation of the Airport Environmental Management System, and other consulting services as directed by the Commissioner of the Department.

The County Executive has made a commitment to look at the Airport's operations and their impacts and develop a new vision for the Airport based on greater participation of the public. As part of that commitment, the County wishes to supplement the Master Plan with additional analysis of the Airport, particularly with respect to the physical conditions of the Airport property, buildings and infrastructure, additional analysis of noise and other impacts of the Airport, and the local and regional economic impact of the Airport. The supplement will also explore additional alternatives for improved safety and performance and reduced environmental impacts.

In accordance with Section 6 of the County's Procurement Policy and Procedures, the services described above were posted on the County's website on June 7, 2019 where interested entities responded by July 1, 2019. There were a total of three (3) proposals submitted from Clough Harbor Associates, WSP, and Merchant Aviation, LLC. The responders submitted the following proposed fee amounts: Clough Harbor Associates (\$884,913.32), WSP (\$2,997,940.00), and Merchant Aviation, LLC (\$980,418.00). The proposals were reviewed by the Selection Committee and scored on a number of criteria and the two highest scoring proposals were invited to make a presentation to the Committee. Two of the responders, Merchant Aviation, LLC and Clough Harbor Associates, gave presentations to the Selection Committee. Merchant Aviation, LLC was chosen as they were unanimously selected by the Selection Committee for best demonstrating an understanding of the project and the issues outlined in the Request For Proposals, experience with evaluating regional airports - including international regional airports, as well as an ability to be flexible in approach and offer creative solutions to the variety of issues to be studied.

Funding for the work to be done this year has been appropriated in the Airport's 2019 operating budget. Additional years' work will be conditioned on subsequent appropriations. All of the funding for this contract would come from the Airport Special Revenue Fund. There would be no impact on the tax levy or any liability to County general funds.

The goal and objective of this Agreement is to prepare an update to the 2017 Airport Master Plan that more accurately accounts for the economic value of the Airport to the County and the impacts to the environment and residents as well as increases the transparency and level of public involvement in the master planning process for the County Airport.

In addition, the Consultant has requested the utilization of the following subconsultants: Amy S. Greene Environmental Consultants, Inc., a WBE and DBE firm, for Wetlands and Natural Resources Assessment, 4 Walter E. Foran Blvd., Suite 209, Flemington, New Jersey 08822; Carol S. Weed, for Cultural Resources Assessment, 50 Saw Mill Road, #13108, Danbury, Connecticut 06810; Environmental Science Associates, Inc., for Noise, Air Quality, Water Quality, and Land Use Assessment, 5401 South Kirkman Road, Suite 475, Orlando, Florida 32819; Economic Development Research Group, Inc., for Economic Impact Analysis, 155 Federal Street, 6th Floor, Boston, Massachusetts 02110; and Jaedicke Consulting LLC, a DBE firm, for Airport Traffic Forecasting, 92 Webster Street, Arlington, Massachusetts 02474.

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.

I recommend adoption of the attached proposed Resolution.

HJG/JA/as

RESOLUTION

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

RESOLVED, that approval is hereby granted for the County of Westchester (the "County") acting by and through its Department of Public Works and Transportation (the "Department") to enter into Agreement No. 19-923 (the "Agreement") with the firm of Merchant Aviation, LLC (the "Consultant"), 382 Springfield Avenue, Suite 411, Summit, New Jersey 07901, in connection with Consulting Services for a Supplement to the Airport Master Plan, Westchester County Airport (the "Airport"), Towns of Harrison and North Castle and Village of Rye Brook, New York, for a term from October 1, 2019 to December 31, 2020, for an amount not to exceed \$980,418.00 payable pursuant to an approved budget and subject to budget appropriations. The services to be performed by the Consultant shall include, but not be limited to: assessing, evaluating and making recommendations concerning the Airport in the context of a unique transportation resource and economic asset, develop and evaluate alternatives to improve operational safety and efficiency of the Airport, develop and evaluate alternatives to improve the environmental performance of the Airport, an evaluation of the Airport Environmental Management System, and other consulting services as directed by the Commissioner of the Department; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Amy S. Greene Environmental Consultants, Inc., a WBE and DBE firm, for Wetlands and Natural Resources Assessment, 4 Walter E. Foran Blvd., Suite 209, Flemington, New Jersey 08822; Carol S. Weed, for Cultural Resources Assessment, 50 Saw Mill Road, #13108, Danbury, Connecticut 06810; Environmental Science Associates, Inc., for Noise, Air Quality, Water Quality, and Land Use Assessment, 5401 South Kirkman Road, Suite 475, Orlando, Florida 32819; Economic Development Research Group, Inc., for Economic Impact Analysis, 155 Federal Street, 6th Floor, Boston, Massachusetts 02110; and Jaedicke Consulting LLC, a DBE firm, for Airport Traffic Forecasting, 92 Webster Street, Arlington, Massachusetts 02474; and be it further

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute any instruments and to take any actions reasonably necessary to implement this Resolution.

Agreement No. 19-923

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
2019	161	44	4110	4420-APDS	N/A	\$245,105
2020	161	44	4110	4420-APDS	N/A	\$735,313

Budget Funding Year(s): 2019-2020 Start Date: 10/01/2019 End Date: 12/31/2020
 (must match resolution)

Funding Source: Tax Dollars: _____ Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$980,418.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: 100% Airport Special Revenue Fund Encumbrance No.: _____