



# Westchester Community College

State University of New York

**71683**

**TO:** Board of Acquisition and Contract  
**FROM:** Dr. Belinda S. Miles  
President  
**DATE:** September 17, 2019  
**SUBJECT:** Authority to Enter into Agreement WCC-19-905 with  
Lynstaar Engineering, PC  
In the matter of Engineering Services in connection with the  
Security Master Plan, Phase IV  
Westchester Community College, Valhalla, New York  
Agreement Amount: \$42,900.00

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Authority of your Honorable Board is requested to enter into an Agreement in connection with the Security Master Plan, Phase IV, Westchester Community College, Valhalla, New York. Over the past several years, the College has embarked on extensive security improvements; this study will review the work that took place over the past several years, and develop a plan for additional required security improvements that are required.

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 February 14, 2019, 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 February 19, 2019, whereby C&S Companies, Lynstaar Engineering, PC, and OLA Consulting Engineers were selected to possibly perform said services. On April 15, 2019, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on May 17, 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 September 4, 2019, selected Lynstaar Engineering, PC, 12 Water Street, Suite 202, White Plains, NY 10601, as the number one firm to perform engineering services in connection with the Security Master Plan, Phase IV, Westchester Community College, Valhalla, New York, for a total fee of \$42,900.00, pursuant to an approved budget, which represents the best possible contract for the County.

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

Board of Acquisition and Contract  
Contract No. WCC-19-905  
Proposal for Engineering Services  
Security Master Plan, Phase IV  
75 Grasslands Road  
Valhalla, New York 10595

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

I recommend adoption of the attached proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/17/2019 - LISA MRIJAS, SECRETARY

# RESOLUTION

Upon communication from the President, Westchester Community College,

WHEREAS, engineering services of a consultant are required in connection with the Security Master Plan, Phase IV, Westchester Community College, Valhalla, New York; and

WHEREAS, the estimated fee for professional services was greater than \$100,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on February 14, 2019, 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; and

WHEREAS, the list was reviewed by the Professional Selection Board on February 19, 2019, whereby C&S Companies, Lynstaar Engineering, PC, and OLA Consulting Engineers were selected to possibly perform said services; and

WHEREAS, on April 15, 2019, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on May 17, 2019; and

WHEREAS, 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 September 4, 2019, selected Lynstaar Engineering, PC, 12 Water Street, Suite 202, White Plains, NY 10601 as the number one firm, which represents the best possible contract for the County;

NOW, THEREFORE, BE IT RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of Lynstaar Engineering, PC, 12 Water Street, Suite 202, White Plains, NY 10601, for engineering services associated with the Security Master Plan, Phase IV, Westchester Community College, Valhalla, New York; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$42,900.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the Agreement shall commence upon the consultant's receipt of written notice from the President, Westchester Community College or his designee and that the completion date shall be December 31, 2020; 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.

# RESOLUTION

Agreement No. WCC-19-905

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act	Dollars
381	32	WCC80-00-E	6020-01	Cash to Cap	\$ 42,900.00

Budget Funding Year(s): 2019/2020 Start Date: 12/1/2019 End Date: 12/31/2020  
(must match resolution)

Funding Source:

Tax Aid: \$42,900.00

State Aid: \_\_\_\_\_

Federal Aid: \_\_\_\_\_

Other: \_\_\_\_\_

Bond Act: Cash to Capital

Contractor Federal I.D. No./  
Social Security No.: \_\_\_\_\_

Vendor No.: \_\_\_\_\_

Encumbrance No.: \_\_\_\_\_

WCC-78

Proposal for Engineering Services  
Safety and Security, Phase IV

On April 15, 2019, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on May 17, 2019.

List Of Respondents

Ranking

LynStaar Engineering, P.C.  
12 Water Street, Suite 202,  
White Plains, NY 10601  
**RFP Quotation: \$42,900.00**

1

C&S Companies  
41 State Street, Suite 405  
Albany, New York 12207  
**RFP Quotation: \$42,868.00**

2

OLA Consulting Engineers  
50 Broadway, 2nd Floor  
Hawthorne, NY 10532  
**RFP Quotation: \$105,000.00**

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