

74560

**TO:** Board of Acquisition and Contract

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

**DATE:** February 18, 2020

**SUBJECT:** Authority to Enter into Agreement #20-904  
In the matter of Engineering Services in connection with Ward Pound Ridge Reservation Dam Rehabilitation, Towns of Pound Ridge and Lewisboro, New York

**Consultant:** Environmental Design & Research, Landscape Architecture,  
Engineering & Environmental Services, D.P.C. (WBE)

**Agreement Amount:** \$177,900.00

*Subconsultant Approval:* C.T. Male Associates, Engineering, Surveying, Architecture,  
Landscape Architecture & Geology, D.P.C.

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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 Agreement No. 20-904 ("Agreement") with Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C. ("Consultant"), a WBE firm, 217 Montgomery Street, Suite 1000, Syracuse, New York 13202, in connection with Ward Pound Ridge Reservation Dam Rehabilitation, Towns of Pound Ridge and Lewisboro, 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 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 design services during construction, construction administration services, and project close-out services.

The objective of this project will be to rehabilitate the Michigan Road Dam and associated waterways at Ward Pound Ridge Reservation owned and maintained by the Westchester County Department of Parks, Recreation and Conservation. The dam is located in an area where its failure may cause isolated personal injury and/or property damage. Nevertheless the dam exhibits deficiencies which require remedial action. Proposed rehabilitation work includes, but is not limited to, repairs to the structure; replacement of pedestrian foot bridge with timber foot bridge and railings; removal of vegetation growing on the structure; removal of debris from the spillway; installation of bank protection to prevent erosion; rehabilitation of outlet works; and drainage improvements. This work is necessary to ensure that the dam owned and maintained by the County is in conformance with all New York State Department of Environmental Conservation ("NYSDEC") regulations regarding dam safety. This Agreement will benefit the public as it will improve the functionality of the dam structure ensuring its safe use by the public.

Board of Acquisition and Contract

Agreement No. 20-904

Ward Pound Ridge Reservation Dam Rehabilitation

Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C.

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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 September 4, 2019 whereby Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C.; French & Parrello Associates, PA; and Schnabel-Lachel Engineering, P.C. were selected to possibly perform said services. On September 25, 2019, a request for proposal ("RFP") was sent to the qualified firms and subsequently two (2) proposals were received on November 7, 2019.

After reviewing the proposals, and based on the evaluation criteria set forth in the RFP, including technical merit and net cost, the Professional Selection Board at its meeting held February 6, 2020, selected Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C., as the number one firm to perform engineering services in connection with Ward Pound Ridge Reservation Dam Rehabilitation, Towns of Pound Ridge and Lewisboro, New York, for a total fee of \$177,900.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, the Consultant has requested the utilization of the following subconsultant: C.T. Male Associates, Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C., for Land Surveying Services, 50 Century Hill Drive, Latham, New York 12110.

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/ER/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 Agreement No. 20-904 (“Agreement”) with the firm of Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C. (“Consultant”), a WBE firm, 217 Montgomery Street, Suite 1000, Syracuse, New York 13202, for engineering services associated with Ward Pound Ridge Reservation Dam Rehabilitation, Towns of Pound Ridge and Lewisboro, 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 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 design services during construction, 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 \$177,900.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultant also be approved: C.T. Male Associates, Engineering, Surveying, Architecture, Landscape Architecture & Geology, D.P.C., for Land Surveying Services, 50 Century Hill Drive, Latham, New York 12110; 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, 2024; 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. 20-904

| Account to be Charged/Credited | Fund | Dept | Major Program, Program & Phase or Unit | Object/ Sub Object | Bond Act No. | Dollars      |
|--------------------------------|------|------|--|--------------------|--------------|--------------|
|                                | 372  | 42   | RWPR4-01-E                             | 6120-03            | BA #90-2017  | \$177,900.00 |
|                                |      |      |  |                    |              |              |
|                                |      |      |  |                    |              |              |

Budget Funding Year(s): 2020 Start Date: 03/15/2020 End Date: 12/31/2024  
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./ Social Security No.: \_\_\_\_\_  
 State Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
\$177,900.00 Federal Aid: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_