

74979

TO: Board of Acquisition and Contract

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

DATE: March 3, 2020

SUBJECT: Authority to Enter into Agreement #20-905
In the matter of Engineering Services in connection with the Saw Mill B-2 Trunk Sewer Spur Extension, Saw Mill Sanitary Sewer District, Town of New Castle, New York

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

Agreement Amount: **\$1,594,100.00**

Subconsultant Approval: *Hirani Engineering and Land Surveying, P.C. (MBE)*
Soiltesting, Inc.
KJM Construction Management, Inc.

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. 20-905 ("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 the Saw Mill B-2 Trunk Sewer Spur Extension, Saw Mill Sanitary Sewer District, Town of New Castle, New York. The Consultant shall provide design and construction administration 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. For 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 install approximately 5,600 linear feet of trunk sewer pipe in the Town of New Castle. The Westchester County Sanitary Sewer Commission designed a branch trunk sewer in the Town of New Castle in 1933 along Quaker Road. The purpose of this sewer was to provide the trunk sewer capacity necessary for the Town of New Castle to construct local lateral and collector sewers to serve properties located in the Saw Mill Sewer District on the west side of the Saw Mill River Parkway. This sewer was never constructed as it appears that the expected Federal funding never came through. It is estimated that originally there were approximately 800 parcels in the Town of New Castle west of the Saw Mill Parkway that are or were located in the Saw Mill Sewer District and are or were paying sewer taxes, but are not receiving sanitary sewer service. A number of the parcels were removed from the sewer district in 2007, but a significant number still remain. This project will rectify the County's role in that situation and will provide the necessary trunk sewer capacity for that portion of New Castle. Also, since this area of the Town is more developed than it was in

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1933, it is prudent to construct this sewer to begin the process of providing service to the affected parcels. This Agreement will benefit the public as it enables the Westchester County Department of Environmental Facilities to conduct its basic mission of providing proper sanitary sewage collection and treatment, thereby promoting public health policies and laws.

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 September 4, 2019 whereby Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C.; GHD Consulting Services Inc.; Mott MacDonald NY, Inc.; and Woodard & Curran Engineering P.A. P.C. were selected to possibly perform said services. On October 1, 2019, a request for proposal ("RFP") was sent to the qualified firms and subsequently four (4) proposals were received on November 13, 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 the Saw Mill B-2 Trunk Sewer Spur Extension, Saw Mill Sanitary Sewer District, Town of New Castle, New York, for a total fee of \$1,594,100.00, 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 subconsultants: Hirani Engineering and Land Surveying, P.C., an MBE firm, for Land Surveying Services, 120 West John Street, Hicksville, New York 11801; Soiltesting, Inc., for Soil Test Borings, 90 Donovan Road, Oxford, Connecticut 06478; and KJM Construction Management, Inc., for Construction Administration Services, 2818 Bennington Drive, Fishkill, New York 12524.

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 Environmental Facilities, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

HJG/LR/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. 20-905 (“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 the Saw Mill B-2 Trunk Sewer Spur Extension, Saw Mill Sanitary Sewer District, Town of New Castle, New York. The Consultant shall provide design and construction administration 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. For 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 services rendered in accordance with the Consultant’s proposal, a total compensation of \$1,594,100.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Hirani Engineering and Land Surveying, P.C., an MBE firm, for Land Surveying Services, 120 West John Street, Hicksville, New York 11801; Soiltesting, Inc., for Soil Test Borings, 90 Donovan Road, Oxford, Connecticut 06478; and KJM Construction Management, Inc., for Construction Administration Services, 2818 Bennington Drive, Fishkill, New York 12524; 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, 2025; 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.

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Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	322	60	SSM02-01-E	6120-03	BA #166-2018	\$886,500.00
	322	60	SSM02-01-I	6120-05	BA #166-2018	\$707,600.00

Budget Funding Year(s): 2020 Start Date: 03/31/2020 End Date: 12/31/2025
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$1,594,100.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____