

77545

TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: June 23, 2020
SUBJECT: First Amendment to Agreement No. 15-903
in the matter of Architectural and Engineering Services in connection with a
New Nature Center, Cranberry Lake Preserve, Town of North Castle, New York

Consultant: Stephen Tilly, Architect

Amendment Amount: \$67,200.00

Subconsultant Approval: Fusion Engineering, P.C.
Tietjen Venegas Consulting Engineers, PLLC

Authority of your Honorable Board is requested to amend existing Agreement Number 15-903 (“Agreement”) between the County of Westchester (“County”) and Stephen Tilly, Architect (“Consultant”), 22 Elm Street, Dobbs Ferry, New York 10522. The original Agreement dated January 21, 2015, was for design services associated with a New Nature Center, Cranberry Lake Preserve, Town of North Castle, New York. The original Agreement completion date was December 31, 2019.

The architectural and engineering services included in the original Agreement have been in progress. The County has been satisfied with the quality of services provided to date. The project was advanced to approximately 90% design completion in 2017, when the County put the project on hold. The County has decided to proceed with the project at this time. The Consultant has developed several options for the proposed work that have been reviewed by the County as the basis for final design. The following additional tasks have been identified that are not included in the existing Agreement: (1) value engineering and revision of drawings and specifications for cost reduction; (2) design services for septic system; and (3) additional design services for changes requested by the County regarding code compliance, County standards, and current manufacturer’s equipment. Also, the Consultant has requested an escalation on its original Agreement fee to account for cost of living adjustments over the past several years.

It is therefore requested that the existing Agreement be amended retroactively from December 31, 2019 to provide for architectural and engineering services in connection with a New Nature Center, Cranberry Lake Preserve, Town of North Castle, New York. The Consultant shall provide additional design services associated with this project that is outside of the scope of work included in the existing Agreement. Additional 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 additional design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings.

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The objective of this project will be to design and construct a New Nature Center at Cranberry Lake Preserve. The existing nature center is a converted garage from the 1960's and is approximately 30' x 40' with a 12' x 18' outdoor storage shed. There is also an outdoor classroom area consisting of benches made out of planks and logs. The facility is undersized and outdated for most of its functions including classroom, displays, office, storage, utility room, outdoor classroom and restrooms. The existing building can only accommodate a limited number of students and often there is a waiting list to attend the summer camps. The new and expanded nature center will be in the same location built to accommodate the existing programs including classes of 30-50 students; an office for two employees to work and perform research comfortably; restrooms to reflect classroom size; both indoor and outdoor storage; and a covered outdoor classroom/pavilion for summer camps and school groups to hold 30-50 students. The new facility will be developed using sustainable design and explore both passive and active energy systems, not only to reduce the facility's carbon footprint, but also serve as a teaching tool to demonstrate these technologies to the public. This Agreement will benefit the public as it will provide a fully functional facility ensuring its safe use and enjoyment by the park's visitors.

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 \$67,200.00 pursuant to an approved budget, bringing the total Agreement plus Amendment to \$265,200.00. The completion date of the Agreement shall be extended to December 31, 2022.

In addition, Stephen Tilly, Architect has requested the utilization of the following subconsultants: Fusion Engineering, P.C., for Civil Engineering Services, 600 N. Broadway, Suite 215, White Plains, New York 10603; and Tietjen Venegas Consulting Engineers, PLLC, for Mechanical and Electrical Engineering Services, 68 Purchase Street, Rye, New York 10580.

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/JA/as

RESOLUTION

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

RESOLVED, that the existing Agreement No. 15-903 (“Agreement”) between the County of Westchester (“County”) and Stephen Tilly, Architect (“Consultant”), 22 Elm Street, Dobbs Ferry, New York 10522, be amended retroactively from December 31, 2019 to provide for architectural and engineering services in connection with a New Nature Center, Cranberry Lake Preserve, Town of North Castle, New York. The Consultant shall provide additional design services associated with this project that is outside of the scope of work included in the existing Agreement. Additional 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 additional design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings; and be it further

RESOLVED, that for the additional services rendered in accordance with the Consultant’s proposal, Stephen Tilly, Architect, shall be paid a fee of \$67,200.00 pursuant to an approved budget, increasing the total maximum fee to \$265,200.00; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Fusion Engineering, P.C., for Civil Engineering Services, 600 N. Broadway, Suite 215, White Plains, New York 10603; and Tietjen Venegas Consulting Engineers, PLLC, for Mechanical and Electrical Engineering Services, 68 Purchase Street, Rye, New York 10580; and be it further

RESOLVED, that the completion date of the Agreement shall be extended to December 31, 2022; 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	\$	198,000.00	(Design Services)
This Amendment		<u>67,200.00</u>	(Additional Design Services)
TOTAL	\$	265,200.00	

Agreement No. 15-903

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	372	42	RCL01-01-E	6120-01	BA #212-2013	\$67,200.00

Budget Funding Year(s): 2020 Start Date: 1/21/15 End Date: 12/31/22
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$67,200.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____