

79284

TO: Board of Acquisition and Contract

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

DATE: September 8, 2020

SUBJECT: Request Authority to Obtain a Proposal and Negotiate a Fee with Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C., a WBE firm, in connection with Engineering Services for Wastewater Treatment System Upgrades, Alfred B. DelBello Muscoot Farm, Somers, New York (#20-926)

Authority of your Honorable Board is requested to obtain a proposal and to negotiate a fee in connection with engineering services for Wastewater Treatment System Upgrades, Alfred B. DelBello Muscoot Farm, Somers, New York.

The objective of this project will be to improve the wastewater treatment system at Alfred B. DelBello Muscoot Farm. Several capital projects are currently under design for Muscoot Farm which is intended to upgrade existing facilities as well as address issues resulting from increasingly larger attendance to the facility. The projects include improvements to the main house, existing public restroom facilities, drainage improvements, and other site work. In addition to renovating the existing public restroom building, a new restroom building will be constructed in the main complex to accommodate the increased capacity at the facility. Several existing wastewater treatment systems are located throughout the property. While not all wastewater treatment systems are in need of replacement, the intent of this work is to assess existing wastewater treatment at the facility and design for the replacement of some of the of the existing systems to allow for increased capacity of wastewater disposal. The existing septic and bathroom systems were designed over 30 years ago to accommodate a small seasonal crowd. Since then, the farm has expanded its operating season to a year-round program which continues to increase in popularity. The capacity of the toilet system is not up to the task of addressing the increased number of patrons the farm currently accommodates. The current system is inadequate for the numbers of people who come to the farm, to the point where portable toilets must be rented to subsidize the existing facilities. The current septic system is prone to backup due to its insufficient capacity and requires cleanout and maintenance several times a year which incurs costly fees. This work is necessary to alleviate existing conditions and to create a better environment for users of the facility. This agreement will benefit the public as it enables Westchester County to conduct its basic mission of providing proper sanitary sewage collection and treatment, thereby promoting public health policies and laws.

On February 14, 2019, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide environmental facilities engineering services for under \$100,000. The Professional Prequalification Board approved a list of eight (8) qualified firms. As the fee is estimated to be less than \$100,000, on August 31, 2020 the Professional Selection Board reviewed this eligible list of qualified firms and selected the best three qualified firms to possibly perform said services. The three firms were:

1. Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C. (**WBE**)
217 Montgomery Street, Suite 1000
Syracuse, New York 13202
2. Charles A. Manganaro Consulting Engineers, P.C. (**MBE**)
303 South Broadway, Suite 223
Tarrytown, New York 10591
3. AI Engineers, Inc. (**MBE**)
570 Taxter Road, Suite 300
Elmsford, New York 10523

After careful consideration, the Professional Selection Board ranked the firm of Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C., a WBE firm, as the number one firm suitable for this proposal for these professional services. Authorization to enter into an Agreement will be submitted to your Honorable Board when negotiations are satisfactorily completed. This selection process followed the requirements as outlined in the Rules of the Professional Prequalification and Selection Boards and the Laws of Westchester County.

This matter has been reviewed by the Deputy County Executive and the First Deputy Commissioner of the Department of Parks, Recreation and Conservation, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

HJG/RSD/as

RESOLUTION

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

RESOLVED, that with the concurrence of the Professional Selection Board, approval is hereby granted to obtain a proposal and to negotiate a fee with Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C., a WBE firm, 217 Montgomery Street, Suite 1000, Syracuse, New York 13202, for engineering services for Wastewater Treatment System Upgrades, Alfred B. DelBello Muscote Farm, Somers, New York.

Agreement No. 20-926

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
372	42	RMUS3-04-E	6120-03	BA #50-2013	

Budget Funding Year(s): 2020 Start Date: N/A End Date: N/A
 (must match resolution)

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