

93498

**TO:** Board of Acquisition and Contract

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

**DATE:** May 24, 2022

**SUBJECT:** Authority to Enter into Agreement #22-907  
In the matter of Engineering Services in connection with  
Infrastructure Improvements, Hangar C-1, Westchester County Airport,  
Towns of Harrison and North Castle and Village of Rye Brook, New York

**Consultant: Savin Engineers, P.C. (MBE)**  
**Agreement Amount: \$372,614.00**

*Subconsultant Approval: Nasco Construction Services, Inc. (WBE)  
Ward Carpenter Engineers, Inc.  
ACS-Admiral Conservation Services II, Inc.  
Soil Testing, Inc.*

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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. 22-907 ("Agreement") with Savin Engineers, P.C. ("Consultant"), in connection with engineering services for Infrastructure Improvements, Hangar C-1, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. The Consultant shall provide schematic design services associated with this project. Schematic design services shall include the preparation of construction contract documents (drawings and specifications) and construction cost estimates. The Consultant shall develop several options for the proposed work to be reviewed by the County as the basis for final design. The County also reserves the right to amend this agreement with the Consultant at a future date to provide for final design services, bidding phase services, and 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 is to provide professional engineering services associated with infrastructure improvements to Hangar C-1 at Westchester County Airport ("Airport"). Concerns have recently been raised on the structural stability of the existing former abandoned air traffic control tower at the Airport. This structure currently serves as a mounting point for many radio antenna systems, some of which are for critical public life safety services. The determination that the tower is no longer structurally sound was made after inspections and surveys by the Department of Public Works and Transportation's ("Department") Engineering Division. The Department recommends the relocation of the radio antenna systems to Hangar C-1 at the Airport. Hangar C-1 no longer serves as an aircraft hangar and has been previously converted to a ramp vehicle support facility. In addition, the Department was recently notified by the Airport Manager of the need to relocate the Public Safety Airport Division (also known as the Airport Police Precinct) from Building One to Hangar C-1. Building One has reached the end of its useful life and cannot meet the future operational requirements of the Public Safety Airport Division. An existing capital project is in place for renovations and upgrades to Hangar C-1, but due to the current situation the capital program must be accelerated. This project may be done in multiple phases. The initial phase will define the scope of work and the required budget for the next phases of design and construction administration, for which funding will be appropriated as required to complete this project.

Failure to undertake this project may result in continued structural deterioration potentially leading to property damage and/or personal injury. This agreement will benefit the public as it will enhance the structural integrity of the radio antenna systems and provide a functional facility for the Public Safety Airport Division. Time is of the essence in order to undertake the infrastructure improvements to Hangar C-1 at the Airport as quickly as possible.

In accordance with the Accelerated Qualification and Selection Procedure as outlined in the Rules of the Professional Prequalification and Selection Boards (Act 144-1996, §3D), on March 4, 2022, a statement outlining the reason requiring the accelerated procedure, the qualifications of the proposed firm and the scope of work was submitted to the Chair of the Professional Prequalification Board. The Chair of the Professional Prequalification Board on March 11, 2022 agreed that the accelerated consultant procurement procedure was warranted. Subsequently, these items were reviewed and approved by the Chair of the Professional Selection Board on March 14, 2022.

By Resolution approved April 14, 2022, your Honorable Board authorized the County to negotiate with the firm of Savin Engineers, P.C., a MBE firm, 3 Campus Drive, Pleasantville, New York 10570, and a proposal was submitted for engineering services for Infrastructure Improvements, Hangar C-1, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York, for a total fee of \$372,614.00, pursuant to an approved budget.

In addition, the Consultant has requested the utilization of the following subconsultants: Nasco Construction Services, Inc., a WBE firm, for Cost Estimating Services, 200 Business Park Drive, Suite 302, Armonk, New York 10504; Ward Carpenter Engineers, Inc., for Surveying Services, 76 Mamaroneck Avenue, White Plains, New York 10601; ACS-Admiral Conservation Services II, Inc., for Utility Markout Services, P.O. Box 448, Georgetown, Connecticut 06829; and Soil Testing, Inc., for Geotechnical Testing Services, 90 Donovan Road, Oxford, Connecticut 06478.

The Department 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/jr

# RESOLUTION

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

RESOLVED, that the County of Westchester (“County”) acting by and through its Department of Public Works and Transportation (“Department”) is hereby authorized to enter into Agreement No. 22-907 (“Agreement”) with the firm of Savin Engineers, P.C., a MBE firm, 3 Campus Drive, Pleasantville, New York 10570, for engineering services associated with Infrastructure Improvements, Hangar C-1, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. The Consultant shall provide schematic design services associated with this project. Schematic design services shall include the preparation of construction contract documents (drawings and specifications) and construction cost estimates. The Consultant shall develop several options for the proposed work to be reviewed by the County as the basis for final design. The County also reserves the right to amend this agreement with the Consultant at a future date to provide for final design services, bidding phase services, and 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 \$372,614.00 shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Nasco Construction Services, Inc., a WBE firm, for Cost Estimating Services, 200 Business Park Drive, Suite 302, Armonk, New York 10504; Ward Carpenter Engineers, Inc., for Surveying Services, 76 Mamaroneck Avenue, White Plains, New York 10601; ACS-Admiral Conservation Services II, Inc., for Utility Markout Services, P.O. Box 448, Georgetown, Connecticut 06829; and Soil Testing, Inc., for Geotechnical Testing Services, 90 Donovan Road, Oxford, Connecticut 06478; and be it further

RESOLVED, that the Agreement shall commence upon the Consultant's receipt of written notice from the Commissioner of Public Works and Transportation 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. 22-907

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	361	44	A0120-02-E	6120-03	BA #172-2015	\$ 372,614.00

Budget Funding Year(s): 2022 Start Date: 06/15/22 End Date: 12/31/24  
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$372,614.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_