

**11453**

**TO:** Board of Acquisition and Contract  
**FROM:** John J. Hsu, PE  
Acting Commissioner of Public Works  
**DATE:** May 7, 2010  
**SUBJECT:** Request Authority to Obtain a Proposal and Negotiate a Fee with Malcolm Pirnie, Inc.  
In connection with Engineering Services for a High Level Energy Audit at  
Various Locations in Westchester County, New York (#10-920)

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Authority of your Honorable Board is requested to obtain a proposal to negotiate a fee in connection with engineering services for a High Level Energy Audit at Various Locations in Westchester County, New York.

The objective of this project is to provide a high level energy audit and reporting program for a federally funded program to identify energy use, Green House Gas (GHG) inventory and energy performance improvements throughout the County of Westchester's facilities. This project will target energy performance improvements in at least fifty (50) County facilities as having the potential for significant energy savings. The audit will also examine energy conservation measures appropriate to County operations. In addition, the work undertaken on this project will develop a web-based GHG reporting program and tool available to all sectors County-wide (business, local, government, K-12, higher education and households) to collect and report yearly progress including both quantitative and qualitative measures in support of sustainable development. This agreement will benefit the public as it will implement the most cost-effective and environmentally compliant technologies available which will provide long-term energy conservation.

In accordance with the United States Department of Energy (USDOE) requirements, on March 4, 2010 a Request for Qualifications (RFQ) was advertised in the New York State Contract Reporter and The Journal News. Responses to the RFQ were received on March 26, 2010. After careful review of the submitted qualifications, the Professional Selection Board on April 16, 2010 ranked the firm of Malcolm Pirnie, Inc., 104 Corporate Park Drive, Box 751, White Plains, New York 10602 as the number one firm suitable to perform the requested engineering services. A formal proposal will be based on the cost of technical salaries plus a fixed fee with a not-to-exceed ceiling. 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.

Payment for this contract will be made from USDOE funds under an Energy Efficiency and Conservation Block Grant (EECBG), not the County General Fund and will not impact the County tax levy.

This matter has been reviewed by the Deputy County Executive, the Acting Commissioner of the Department of Planning, and the Deputy Commissioner of the Department of Public Works, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

# RESOLUTION

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

RESOLVED, that with the concurrence of the Professional Selection Board, approval is hereby granted to obtain a proposal and to negotiate a fee with Malcolm Pirnie, Inc., 104 Corporate Park Drive, Box 751, White Plains, New York 10602, for engineering services for a High Level Energy Audit at Various Locations in Westchester County, New York.

JJH/PTK/NLS/AS

Agreement No. 10-920

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
<i>(Energy &amp; GHG Inventory Scoping Plan)</i>	263	46	023K	8674-GRNT	T023	
<i>(Web-based GHG Reporting Program)</i>	263	46	023K	8678-GRNT	T023	
<i>(Targeted Energy Performance Improvements)</i>	263	46	023K	8679-GRNT	T023	

Budget Funding Year(s): 2010 Start Date: N/A End Date: N/A  
 (must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_ Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: 13-2653703  
 Federal Aid: 100% Federal Vendor No.: \_\_\_\_\_  
 Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_