

**11970**

**TO:** Board of Acquisition and Contract

**FROM:** John J. Hsu, PE  
Acting Commissioner of Public Works

**DATE:** May 19, 2010

**SUBJECT:** Authority to Enter into Agreement #10-911 (a Multi-Phased Agreement)  
In the matter of Architectural Services in connection with Terminal Building Modifications,  
Phase II – In-Line Baggage Screening Facility at the Westchester County Airport,  
Towns of Harrison and North Castle and Village of Rye Brook, New York

**Consultant:** **Graf & Lewent Architects, LLP**

**Agreement Amount:** **\$932,500.00**

*Subconsultant Approval:* *AKF*  
*Halcrow Engineers, P.C.*  
*Medina Consultants (MBE)*  
*BNP Associates*  
*Toscano Clements Taylor (WBE)*  
*ANS Consultants (MBE)*  
*ATC Associates*  
*Queens Progress (MBE)*

Authority of your Honorable Board is requested to enter into an Agreement in connection with Terminal Building Modifications, Phase II – In-Line Baggage Screening Facility at the Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. The consultant shall provide architectural design services associated with Phase II (In-Line Baggage Screening Facility) of this project. Architectural design services shall include the preparation of construction contract documents (plans 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.

The intent of this Agreement is to have the design and construction administration performed in multiple phases as subsequent funding becomes available. The initial design phase will define the scope of work and the required budget for the next phases of design and construction administration for which funding shall be approved in the future. It should be noted that this resolution seeks approval of the design for Phase II only. At this time, funding has been approved for the design of Terminal Building Modifications – Phase I, which includes the Enclosure of Observation Deck for Office Space, and Phase II, which includes the In-Line Baggage Screening Facility. Future phases of Terminal Building Modifications will include the Primary Circulation Improvements.

The objective of this project is to provide terminal building modifications at the Westchester County Airport. These improvements will ensure compliance with Transportation Security Administration (TSA) requirements. This project will implement the most cost-effective and environmentally compliant technologies available which

**Board of Acquisition and Contract**

**Agreement No. 10-911**

**Phase II – In-Line Baggage Screening Facility at the Westchester County Airport**

**Towns of Harrison and North Castle and Village of Rye Brook, New York**

**Graf & Lewent Architects, LLP**

**Page 2**

will provide long-term energy conservation. Wherever possible, proposed new materials will be incorporated in compliance with LEED guidelines for environmental sustainability as per the United States Green Building Council. This agreement will benefit the public as it will enhance the efficiency of the airport's operations to meet the increased level of service, thereby providing an improved traveling experience for airport passengers.

In accordance with the Federal Aviation Administration (FAA) requirements, on December 22, 2008 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 January 29, 2009. Based upon the responses received and after careful consideration, on March 26, 2010, the Professional Selection Board ranked the firm of Graf & Lewent Architects, LLP, as the number one firm suitable to perform architectural services for Terminal Building Modifications – In-Line Baggage Screening Facility at the Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York.

By Resolution approved May 20, 2010, the County Board of Acquisition and Contract authorized the negotiation based on the cost of technical salaries plus a fixed fee with a not-to-exceed ceiling, with the firm ranked as number one, Graf & Lewent Architects, LLP, 91-31 Queens Boulevard, Elmhurst, New York 11373, and a proposal was submitted for architectural services in connection with Terminal Building Modifications, Phase II – In-Line Baggage Screening Facility at the Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York, for a total fee of \$932,500.00, pursuant to an approved budget, which represents the best possible contract for the County.

Payment for this contract will be made from the Passenger Facility Charge Fund, not the County General Fund and will not impact the County tax levy.

In addition, Graf & Lewent Architects, LLP has requested the utilization of the following subconsultants: AKF (Mechanical, Electrical, Plumbing, Fire Protection Engineer), 91-31 Queens Boulevard, Elmhurst, New York 11373; Halcrow Engineers, P.C. (Structural Engineer), 22 Cortlandt Street, 31<sup>st</sup> Floor, New York, New York 10007; Medina Consultants (Civil Engineer/Land Surveying), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; BNP Associates (Baggage Handling Systems Design), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; Toscano Clements Taylor (Cost Estimating Consultant), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; ANS Consultants (Geotechnical Consultant), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; ATC Associates (Hazardous Materials Consultant), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; and Queens Progress (Printing), 10-64 Jackson Avenue, Long Island City, New York 11101.

The proposed has been reviewed and is judged to be responsive to the task at hand.

I recommend adoption of the attached proposed Resolution.

# RESOLUTION

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

RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of Graf & Lewent Architects, LLP, 91-31 Queens Boulevard, Elmhurst, New York 11373, for architectural services associated with Terminal Building Modifications, Phase II – In-Line Baggage Screening Facility at the Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York; and be it further

RESOLVED, that the architectural services under this agreement shall be completed in multiple phases and the consultant shall only proceed with the architectural design services associated with Terminal Building Modifications – In-Line Baggage Screening Facility (Phase II: \$932,500.00), for which funding has been approved; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal for the second phase of this multi-phase project, a total compensation of \$932,500.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: AKF (Mechanical, Electrical, Plumbing, Fire Protection Engineer), 91-31 Queens Boulevard, Elmhurst, New York 11373; Halcrow Engineers, P.C. (Structural Engineer), 22 Cortlandt Street, 31<sup>st</sup> Floor, New York, New York 10007; Medina Consultants (Civil Engineer/Land Surveying), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; BNP Associates (Baggage Handling Systems Design), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; Toscano Clements Taylor (Cost Estimating Consultant), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; ANS Consultants (Geotechnical Consultant), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; ATC Associates (Hazardous Materials Consultant), 110 William Street, 12<sup>th</sup> Floor, New York, New York 10038; and Queens Progress (Printing), 10-64 Jackson Avenue, Long Island City, New York 11101; and be it further

RESOLVED, that the Agreement shall commence upon the consultant's receipt of written notice from the Acting Commissioner of Public Works or his designee and that the completion date shall be December 31, 2014; 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.

JJH/PTK/NLS/AS

Agreement No. 10-911

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
<i>Phase II (In-Line Baggage Screening Facility Design)</i>	362	44	A095B00E	6120-01		\$ 932,500.00

Budget Funding Year(s): 2010 Start Date: 07/01/10 End Date: 12/31/14  
(must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_ Contractor Federal I.D. No./  
State Aid: \_\_\_\_\_ Social Security No.: 11-2988365  
\$932,500.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
(must match resolution) Other: 100% Airport Passenger Facility Charge Fund Encumbrance No.: \_\_\_\_\_