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**TO:** Board of Acquisition and Contract

**FROM:** John J. Hsu, P.E.  
Commissioner of Public Works and Transportation

**DATE:** June 24, 2011

**SUBJECT:** Resolution for Authority to Advertise  
Contract No. 10-507  
Terminal Building Modifications – Phase I  
Enclosure of Observation Deck for Office Space  
Westchester County Airport  
Towns of Harrison and North Castle and Village of Rye Brook, New York

The 2011 Capital Budget contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor, material and equipment required to convert the Terminal Building's third floor observation deck into enclosed office space.

In accordance with Local Law No. 1-1998, the Department of Public Works and Transportation has evaluated the needs of this project and determined that a Project Labor Agreement (PLA) will benefit and enhance the interests of the County in the timely and efficient completion of the project. The Contractor to whom this contract is awarded will be required to execute a PLA.

The objective of this contract is to improve airport terminal operations.

This contract is in the public's best interest because it will allow for improved passenger processing and screening, thus addressing the County Executive's priority area: Safety and Security (SS). There are no energy or environmental components associated with this project.

The department will track scheduling and accomplishments by the contractor and perform on-site inspections to ensure the successful completion of this project.

Payment for this entire contract will be made from the Airport Special Revenue Fund, not the County General Fund and will not impact the County tax levy.

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