

24205

**TO:** Board of Acquisition and Contract

**FROM:** Jay T. Pisco, PE  
Commissioner of Public Works and Transportation

**DATE:** January 23, 2012

**SUBJECT:** Request authority to obtain a Proposal and negotiate a Fee with  
DY Consulting Engineers, PC d/b/a DY Consultants in connection with  
Engineering Services for the Airport Master Plan, Phase I – Study, Westchester County Airport,  
Towns of Harrison and North Castle and Village of Rye Brook, New York (#12-902)

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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 the Master Plan at the Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York

The objective of this project is to provide the County of Westchester, the community, public officials, airport tenants, environmental stewards as well as other regulatory agencies with proper guidance for future development at the Westchester County Airport to satisfy light and heavy general aviation demands and commercial aviation while continuing to improve environmental performance. The proposed project includes preparing an Airport Master Plan, developing existing and future data to prepare an electronic Airport Layout Plan (eALP), and providing wetland delineation and mapping at the entire airport facility. The primary goal for this project is to develop both an air and land side facilities plan and an infrastructure plan to meet the current and future operational needs of the Airport. This agreement will benefit the public as it will create recommendations for new and innovative ideas to provide for the orderly future development of the Airport in a manner that will enhance and develop sound cost structures, improve customer service and ensure continued compliance with safety, security and environmental goals and objectives.

The County may be eligible for future reimbursement by Federal Aviation Administration (FAA) funds for this contract. Therefore, in accordance with FAA requirements, on October 6, 2011 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 November 3, 2011. After careful review of the submitted qualifications, the Professional Selection Board on December 21, 2011 ranked the firm of DY Consulting Engineers, PC d/b/a DY Consultants, 401 Franklin Avenue, Suite 318, Garden City, New York 11530 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 the Airport Special Revenue Fund, not the County General Fund and will not impact the County tax levy.

I recommend adoption of the attached proposed Resolution.

# RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, 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 DY Consulting Engineers, PC d/b/a DY Consultants, 401 Franklin Avenue, Suite 318, Garden City, New York 11530, for engineering services for the Airport Master Plan, Phase I – Study, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York.

TJL/JM/AS

Agreement No. 12-902

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
	361	44	A007104E	6120-03		

Budget Funding Year(s): 2012 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.: \_\_\_\_\_  
 Federal Aid: 95% FAA Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: 5% Airport Special Revenue Fund Encumbrance No.: \_\_\_\_\_