

**31953**

**TO:** Board of Acquisition and Contract

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

**DATE:** January 29, 2013

**SUBJECT:** Authority to Enter into Agreement #12-924  
In the matter of Engineering Services in connection with Security Improvements,  
Cerrato Satellite Bus Maintenance Facility, Valhalla Campus, Valhalla, New York

**Consultant:** TRC Engineers, Inc.  
**Agreement Amount:** \$115,630.00

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Authority of your Honorable Board is requested to enter into an Agreement in connection with engineering services for Security Improvements at the Cerrato Satellite Bus Maintenance Facility, Valhalla Campus, Valhalla, New York. The consultant shall provide design and construction administration services associated with this project. Design services shall include the preparation of construction contract documents (drawings 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. For construction administration services, the consultant shall monitor the construction procedures on the site to ensure compliance with the contract documents, coordinate scheduled activities of the contractors, submit construction progress reports and review and process contractors' applications for payment.

The objective of this project will be to provide security enhancements at the Cerrato Satellite Bus Maintenance Facility. This work is necessary in order to provide perimeter security as part of the Bee-Line System Security Master Plan in accordance with United States Department of Homeland Security policy guidelines. This project will improve security of the County's Cerrato Satellite Bus Maintenance Facility and prevent access by unauthorized persons. This project will implement the most cost-effective and environmentally compliant technologies available. This agreement will benefit the public as it ensures continued security of facility activities and occupants, thereby addressing the County Executive's priority area of Safety and Security.

The Department of Public Works and Transportation will track scheduling and accomplishments by the consultant and perform on-site inspections to ensure the successful completion of this project.

The County may be eligible for future reimbursement by Department of Homeland Security (DHS) funds for this contract. Therefore, in accordance with DHS requirements, on June 15, 2012 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 July 12, 2012. Based upon the responses received and after careful consideration, on August 29, 2012, the Professional Selection Board ranked the firm of TRC Engineers, Inc., as the number one firm suitable to perform engineering services for Security Improvements, Cerrato Satellite Bus Maintenance Facility, Valhalla Campus, Valhalla, New York.

**Board of Acquisition and Contract**  
**Agreement No. 12-924**  
**Security Improvements, Cerrato Satellite Bus Maintenance Facility,**  
**Valhalla Campus, Valhalla, New York**  
**TRC Engineers, Inc.**  
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By Resolution approved November 15, 2012, 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, TRC Engineers, Inc., 7 Skyline Drive, Hawthorne, New York 10532, and a proposal was submitted for engineering services in connection with Security Improvements, Cerrato Satellite Bus Maintenance Facility, Valhalla Campus, Valhalla, New York, for a total fee of \$115,630.00, pursuant to an approved budget, which represents the best possible contract for the County.

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 Commissioner of Public Works and Transportation, be it:

RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of TRC Engineers, Inc., 7 Skyline Drive, Hawthorne, New York 10532, for engineering services associated with Security Improvements, Cerrato Satellite Bus Maintenance Facility, Valhalla Campus, Valhalla, New York. The consultant shall provide design and construction administration services associated with this project. Design services shall include the preparation of construction contract documents (drawings 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. For construction administration services, the consultant shall monitor the construction procedures on the site to ensure compliance with the contract documents, coordinate scheduled activities of the contractors, submit construction progress reports and review and process contractors' applications for payment; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$115,630.00, shall be provided, pursuant to an approved budget; 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, 2015; 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.

JTP/PC/AS

Agreement No. 12-924

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
	365	44	T004003E	6120-03		\$ 44,230.00
	365	44	T004003I	6120-05		\$ 71,400.00

Budget Funding Year(s): 2013 Start Date: 03/08/13 End Date: 12/31/15  
 (must match resolution)

Funding Source:	Tax Dollars: _____	Contractor Federal I.D. No./
	State Aid: _____	Social Security No.: _____
<u>\$115,630.00</u>	Federal Aid: <u>100% Department of Homeland Security</u>	Vendor No.: _____
(must match resolution)	Other: _____	Encumbrance No.: _____
	_____	