



Westchester Community College

State University of New York

35817

TO: Board of Acquisition and Contract
FROM: Dr. Joseph N. Hankin
President
DATE: September 3, 2013
SUBJECT: Authority to Enter into Agreement WCC-13-932 with
Lynstaar Engineering, PC
In the matter of Engineering Services in connection with the
Arc Flash Analysis
Westchester Community College, Valhalla, New York
Agreement Amount: \$28,500.00

Authority of your Honorable Board is requested to enter into an Agreement in connection with the Arc Flash Analysis, Westchester Community College, Valhalla, New York. The consultant shall provide design services associated with this project. Design services shall include a power system analysis of the electric power system based on the distribution arrangement including all existing equipment. The analysis shall include a short circuit analysis, a protective device coordination study and an arc flash analysis study. All parts of the power study shall be submitted as a single report with necessary drawings and data.

The objective of this project will be to determine the location and severity of arc flash hazards and to suggest appropriate courses of action to minimize them.

Since the estimated fee for professional services was greater than \$20,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on February 13, 2012, a meeting of the Professional Prequalification Board was held to discuss the scope of work and request a list of qualified firms to provide the necessary services. The list was reviewed by the Professional Selection Board on June 6, 2013 whereby Lynstaar Engineering, Lockwood, Kessler & Bartlett, Inc., M-E/Vogel Taylor Engineers, PC, and O'Dea, Lynch, Abbattista Consulting Engineers, PC were selected to possibly perform said services. On June 10, 2013, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on June 28, 2013.

After reviewing the proposals, and based on the evaluation criteria set forth in the request for proposal, including technical merit and net cost, the Professional Selection Board at its meeting held August 21, 2013, selected Lynstaar Engineering, PC, 448-450 Manville Road, Pleasantville, NY 10570, as the number one firm to perform engineering services in connection with the Arc Flash Analysis, Westchester Community College, Valhalla, New York, for a total fee of \$28,500.00, 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 President, Westchester Community College,

WHEREAS, engineering services of a consultant are required in connection with the Arc Flash Analysis, Westchester Community College, Valhalla, New York; and

WHEREAS, the estimated fee for professional services was greater than \$20,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on February 13, 2012, a meeting of the Professional Prequalification Board was held to discuss the scope of work and request a list of qualified firms to provide the necessary services; and

WHEREAS, the list was reviewed by the Professional Selection Board on June 6, 2013, whereby Lynstaar Engineering, Lockwood, Kessler & Bartlett, Inc., M-E/Vogel Taylor Engineers, PC, and O'Dea, Lynch, Abbattista Consulting Engineers, PC were selected to possibly perform said services; and

WHEREAS, on June 10, 2013, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on June 28, 2013; and

WHEREAS, after reviewing the proposals, and based on the evaluation criteria set forth in the request for proposal, including technical merit and net cost, the Professional Selection Board at its meeting held August 21, 2013 selected Lynstaar Engineering, PC, 448-450 Manville Road, Pleasantville, NY 10570 as the number one firm, which represents the best possible contract for the County;

NOW, THEREFORE, BE IT RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of Lynstaar Engineering, PC, 448-450 Manville Road, Pleasantville, NY 10570, for engineering services associated with the Arc Flash Analysis, Westchester Community College, Valhalla, New York; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$28,500.00, 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 President, Westchester Community College or his designee and that the completion date shall be August 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.

RESOLUTION

Agreement No. WCC-13-932

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
381	32	WCC65-00-E	6120-01		\$ 28,500.00

Budget Funding Year(s): 2012/13 Start Date: 10/01/13 End Date: 9/1/14
 (must match resolution)

Funding Source:

Tax Aid: \$14,250.00
 State Aid: \$14,250.00
 Federal Aid: _____
 Other: _____

Contractor Federal I.D. No./
 Social Security No.: _____
 Vendor No.: _____
 Encumbrance No.: _____

WCC-65

Proposal for Engineering Services

Arc Flash Analysis

On June 10, 2013, a request for proposal (RFP) was sent to the qualified firms and subsequently proposals were received on June 28, 2013

Consultant Qualification List

Ranking

Lynstaar Engineering, P.C.
448-450 Manville Road
Pleasantville, NY 10570
Fee: \$28,500.00

1

M-E/Vogel Taylor Engineers, P.C.
29 W. 38th Street Floor 5
New York, NY 10018-1989
Fee: \$62,400.00

2

OLA Consulting Engineers, P.C.
50 Broadway
Hawthorne, NY 10532
Fee: \$345,000.00

3

Lockwood Kessler & Bartlett, Inc.
1 Aerial Way
Syosset, NY 11791
No Bid

N/A