

40953

TO: Board of Acquisition and Contract
FROM: Jay T. Pisco, PE
Commissioner of Public Works and Transportation
DATE: June 24, 2014
SUBJECT: Request Authority to Obtain a Proposal and Negotiate a Fee with
AECOM USA, Inc. in connection with Architectural and Engineering Services
for Departure Lounge Modifications, Terminal Building, Westchester County Airport,
Towns of Harrison and North Castle and Village of Rye Brook, New York (#14-926)

Authority of your Honorable Board is requested to obtain a proposal to negotiate a fee in connection with architectural and engineering services for Departure Lounge Modifications, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York.

The objective of this project is to modify in an effort to right-size, the Departure Lounge of the Terminal Building at the Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook. Over the past five years, County Airport usage has risen from 900,000 to 2,000,000 passengers per year. This project addresses the need for adequate space in the airline passenger departure lounge. The project work shall include, but is not limited to, the following items: (i) relocation and upgrade of utility services; (ii) departure lounge upgrade on the west side of the Terminal Building that will house new departure lounge seating, restrooms for screened passengers, children's lounge, and baggage drop off area; and (iii) renovation of the existing departure lounge space that includes utilization of existing second floor space above the existing departure lounge, new public restrooms for unscreened passengers, new security screening facilities, snack bar, and ticket lobby improvements. This work will alleviate the overcrowded conditions experienced at the departure lounge and will right-size the lounge. This agreement will benefit the public as it will ensure the safety and security of all airport travelers, flight crews, and employees.

In accordance with Federal Aviation Administration (FAA) requirements, on February 27, 2014 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 March 26, 2014. After careful review of the submitted qualifications, the Professional Selection Board on May 27, 2014 ranked the firm of AECOM USA, Inc., 605 Third Avenue, 27th Floor, New York, New York 10158 as the number one firm suitable to perform the requested architectural and 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 Passenger Facility Charge Fund, not the County General Fund and will not impact the County tax levy.

This matter has been reviewed by the Deputy County Executive and the Commissioner of the Department of Planning, and they are in concurrence.

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 AECOM USA, Inc., 605 Third Avenue, 27th Floor, New York, New York 10158, for architectural and engineering services for Departure Lounge Modifications, Terminal Building, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York.

JTP/PC/JM/AS

Agreement No. 14-926

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	362	44	A083A07E	6120-03		

Budget Funding Year(s): 2014 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: _____ Vendor No.: _____
(must match resolution) Other: 100% Airport Passenger Facility Charge Fund Encumbrance No.: _____