

48207

TO: Board of Acquisition and Contract

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

DATE: August 25, 2015

SUBJECT: Authority to Enter into Agreement #15-945
In the matter of Architectural and Engineering Services in connection with the
Headquarters Facility Renovation, Department of Public Safety, Hawthorne, New York

Consultant: Lothrop Associates LLP
Agreement Amount: \$335,319.00

Subconsultant Approval: Redstone Architects, Inc.
James J. Hahn Engineering, PC
Ysrael A. Seinuk, PC (MBE)
OLA Consulting Engineers, PC
Airtek Environmental Corp.
VerTaCan, LLC (MBE)
Nasco Construction Services, Inc. (WBE)

Authority of your Honorable Board is requested to enter into an Agreement in connection with the Headquarters Facility Renovation, Department of Public Safety, Hawthorne, New York. The consultant shall provide design 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 County of Westchester reserves the right to amend this Agreement with the consultant at a future date to provide for construction phase services including but not limited to design services during construction and project close-out services.

The objective of this project will be to renovate the Department of Public Safety Headquarters Facility in Hawthorne, New York. The Department of Public Safety Headquarters Facility was built in 1953, with an addition made in 1986. The breadth of services provided by the Department has continuously expanded to address the evolving needs of the community. As these services expand and grow, so does the need for space. As first responders, County police must have proper facilities for staff to mobilize and prepare for unforeseen events. This includes, but is not limited to, training and briefing areas, equipment and storage space and functional areas for the crime laboratory and related testing. The renovation work will include reconfiguration of the interior office space to accommodate the administrative and operational units; creation of a training/muster room and staff lounge; refurbishment of the bathrooms; upgrade of the lighting, electrical and HVAC systems; new loading dock; new elevators; replacement of windows; replacement of carpeting; new furniture; and all other miscellaneous interior/exterior renovations as required. This agreement will benefit the public as it ensures that the facility meets increased operational needs and complies with current building codes and OSHA standards, thus addressing the County Executive's priority areas of Best Management Practices, Infrastructure, and Life Safety.

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Since the estimated fee for professional services was greater than \$100,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on October 8, 2014, 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 November 12, 2014 whereby Foit-Albert Associates; H2M Architects + Engineers; KG&D Architects & Engineers, PC; LaRocca Greene Architects, LLC; LMV Architects; and Lothrop Associates LLP were selected to possibly perform said services. On March 31, 2015, a request for proposal (RFP) was sent to the qualified firms and subsequently five (5) proposals were received on May 7, 2015.

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 July 30, 2015, selected Lothrop Associates LLP, 333 Westchester Avenue, White Plains, New York 10604, as the number one firm to perform architectural and engineering services in connection with the Headquarters Facility Renovation, Department of Public Safety, Hawthorne, New York, for a total fee of \$335,319.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, Lothrop Associates LLP has requested the utilization of the following subconsultants: Redstone Architects, Inc. (Public Safety Consultant), 2709 S. Telegraph Road, Bloomfield Hills, Michigan 48302; James J. Hahn Engineering, PC (Civil Engineering Consultant), 1689 Route 22, Brewster, New York 10509; Ysrael A. Seinuk, PC (Structural Consultant), 228 East 45th Street, 2nd Floor, New York, New York 10017; OLA Consulting Engineers, PC (MEP Consultant), 50 Broadway, Hawthorne, New York 10532; Airtek Environmental Corp. (Environmental Consultant), 39-37 29th Street, Long Island City, New York 11101; VerTaCan, LLC (Vertical Transportation Consultant), 810-82nd Street, North Bergen, New Jersey 07047; and Nasco Construction Services, Inc. (Cost Estimator), 200 Business Park Drive, Armonk, New York 10504.

The proposed has been reviewed and is judged to be responsive to the task at hand.

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.

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

I recommend adoption of the attached proposed Resolution.

JTP/JA/AS

RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, be it hereby

RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of Lothrop Associates LLP, 333 Westchester Avenue, White Plains, New York 10604, for architectural and engineering services associated with the Headquarters Facility Renovation, Department of Public Safety, Hawthorne, New York. The consultant shall provide design 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 County of Westchester reserves the right to amend this Agreement with the consultant at a future date to provide for construction phase services including but not limited to design services during construction and project close-out services; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$335,319.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Redstone Architects, Inc. (Public Safety Consultant), 2709 S. Telegraph Road, Bloomfield Hills, Michigan 48302; James J. Hahn Engineering, PC (Civil Engineering Consultant), 1689 Route 22, Brewster, New York 10509; Ysrael A. Seinuk, PC (Structural Consultant), 228 East 45th Street, 2nd Floor, New York, New York 10017; OLA Consulting Engineers, PC (MEP Consultant), 50 Broadway, Hawthorne, New York 10532; Airtek Environmental Corp. (Environmental Consultant), 39-37 29th Street, Long Island City, New York 11101; VerTaCan, LLC (Vertical Transportation Consultant), 810-82nd Street, North Bergen, New Jersey 07047; and Nasco Construction Services, Inc. (Cost Estimator), 200 Business Park Drive, Armonk, New York 10504; 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, 2018; 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.

Agreement No. 15-945

Account to be Charged/Credited

| Fund | Dept | Major Program, Program & Phase or Unit | Object/ Sub Object | Bond Act No. | Dollars |
|------|------|--|--------------------|--------------|---------------|
| 338 | 38 | BPS1501E | 6120-01 | BA #115-2014 | \$ 335,319.00 |
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Budget Funding Year(s): 2015 Start Date: 09/30/2015 End Date: 12/31/2018
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$335,319.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____