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**TO:** Board of Acquisition and Contract

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

**DATE:** February 23, 2016

**SUBJECT:** Authority to Enter into Agreement #16-903 in the matter of Engineering Services in connection with Sal J. Prezioso Mountain Lakes Park Dam Rehabilitation, Town of North Salem, New York

**Consultant:** GHD Consulting Services Inc.

**Agreement Amount:** \$203,600.00

*Subconsultant Approval:* Atlantic Testing Laboratories, Limited (WBE)

Parratt-Wolff, Inc.

Hirani Engineering & Land Surveying, PC (MBE)

Mercator Land Surveying, LLC

Authority of your Honorable Board is requested to enter into an Agreement in connection with Sal J. Prezioso Mountain Lakes Park Dam Rehabilitation, Town of North Salem, 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 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.

The objective of this project will be to rehabilitate three dams at Sal J. Prezioso Mountain Lakes Park owned and maintained by the Westchester County Department of Parks, Recreation and Conservation. The following dams are included in this project: Pine Lake Dam, Hemlock Lake Dam, and Laurel Lake Dam. These dams are located in areas where their failure may cause isolated personal injury and/or property damage. Nevertheless these dams exhibit deficiencies which require remedial action. Rehabilitation work for these dams includes, but is not limited to, repairs to the structure; removal of vegetation growing on the structure; removal of debris from the spillway; installation of bank protection to prevent erosion; and rehabilitation of outlet gates, pipes, and valves. This work is necessary to ensure that these dams owned and maintained by the County are in conformance with all New York State Department of Environmental Conservation ("NYSDEC") regulations regarding dam safety. This agreement will benefit the public as it will improve the functionality of these dam structures ensuring their safe use by the public, thus addressing the County Executive's priority area of Safety and Security.

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 Gannett Fleming Engineers and Architects, PC; GHD Consulting Services Inc.; Langan Engineering, Environmental, Surveying and Landscape Architecture, DPC; Paul C. Rizzo Engineering – New York, PLLC; Schnabel Engineering of New York; and STV Inc. were selected to possibly perform said services. On October 6, 2015, a request for proposal (RFP) was sent to the qualified firms and subsequently two (2) proposals were received on November 18, 2015.

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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 January 12, 2016, selected GHD Consulting Services Inc., One Remington Park Drive, Cazenovia, New York 13035, as the number one firm to perform engineering services in connection with Sal J. Prezioso Mountain Lakes Park Dam Rehabilitation, Town of North Salem, New York, for a total fee of \$203,600.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, GHD Consulting Services Inc. has requested the utilization of the following subconsultants: Atlantic Testing Laboratories, Limited (Drilling Services), 6431 US Highway 11, Canton, New York 13617; Parratt-Wolff, Inc. (Drilling Services), PO Box 56, 5879 Fisher Road, East Syracuse, New York 13057; Hirani Engineering & Land Surveying, PC (Land Surveying and Mapping Services), 30 Jericho Executive Plaza, Suite 200C, Jericho, New York 11753; and Mercator Land Surveying, LLC (Land Surveying and Mapping Services), 75 East 4<sup>th</sup> Street, Suite 40, New York, New York 10003.

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 Parks, Recreation and Conservation, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

JTP/RSD/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 GHD Consulting Services Inc., One Remington Park Drive, Cazenovia, New York 13035 for engineering services associated with Sal J. Prezioso Mountain Lakes Park Dam Rehabilitation, Town of North Salem, 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 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; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$203,600.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: Atlantic Testing Laboratories, Limited (Drilling Services), 6431 US Highway 11, Canton, New York 13617; Parratt-Wolff, Inc. (Drilling Services), PO Box 56, 5879 Fisher Road, East Syracuse, New York 13057; Hirani Engineering & Land Surveying, PC (Land Surveying and Mapping Services), 30 Jericho Executive Plaza, Suite 200C, Jericho, New York 11753; and Mercator Land Surveying, LLC (Land Surveying and Mapping Services), 75 East 4<sup>th</sup> Street, Suite 40, New York, New York 10003; 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, 2020; 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. 16-903

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	372	42	RML0301E	6120-03	BA #202-2015	\$ 203,600.00

Budget Funding Year(s): 2016 Start Date: 04/01/2016 End Date: 12/31/2020  
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$203,600.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_