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TO: Board of Acquisition and Contract
FROM: Jay T. Pisco, PE
Commissioner of Public Works and Transportation
DATE: May 3, 2016
SUBJECT: Request Authority to Obtain a Proposal and Negotiate a Fee with Maser Consulting PA, in connection with Engineering Services for Wastewater Disposal System Improvements, George's Island Park, Town of Cortlandt, New York (#16-908)

Authority of your Honorable Board is requested to obtain a proposal to negotiate a fee in connection with engineering services for Wastewater Disposal System Improvements, George's Island Park, Town of Cortlandt, New York.

The objective of this project is to make wastewater disposal system improvements at George's Island Park. The scope of this project involves installation of a fully functioning wastewater disposal system, including but not limited to drain fields and septic tanks. This work is necessary to provide sanitary facilities that are in compliance with all applicable regulations. This agreement will benefit the public as it will insure that the facilities at George's Island Park are environmentally compliant, thereby enhancing the health and general welfare of the residents of Westchester County. Neglecting to upgrade this critical element of the site may result in a failure, including the occurrence of a sewage overflow emergency that could allow sewage into the surrounding properties and cause regulatory violations.

On December 22, 2015, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide professional services for this project. The Professional Prequalification Board approved a list of six (6) qualified firms. As the fee is estimated to be less than \$100,000, on April 18, 2016 the Professional Selection Board reviewed this eligible list of qualified firms and selected the best three qualified firms to possibly perform said services. The three firms were:

1. Maser Consulting PA
11 Bradhurst Avenue
Hawthorne, New York 10532
2. TRC Engineers, Inc.
7 Skyline Drive
Hawthorne, New York 10532
3. D&B Engineers and Architects, PC
4 West Red Oak Lane, Suite 315
White Plains, New York 10604

After careful consideration, the Professional Selection Board ranked the firm of Maser Consulting PA as the number one firm suitable for this proposal for these professional services. 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.

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.

RESOLUTION

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

RESOLVED, that with the concurrence of the Professional Selection Board, approval is hereby granted to obtain a proposal and to negotiate a fee with Maser Consulting PA, 11 Bradhurst Avenue, Hawthorne, New York 10532, for engineering services for Wastewater Disposal System Improvements, George's Island Park, Town of Cortlandt, New York.

JTP/RSD/AS

Agreement No. 16-908

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
372	42	RGE0301E	6120-03	BA #144-2014	

Budget Funding Year(s): 2016 Start Date: N/A End Date: N/A
 (must match resolution)

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