

**51936**

**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 Dolph Rotfeld Engineering, PC, in connection with Construction Administration Services for the Sprain Lift Pumping Station Access Driveway, Bronx Valley Sanitary Sewer District, Greenburgh, New York (#16-909)

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Authority of your Honorable Board is requested to obtain a proposal to negotiate a fee in connection with construction administration services for the Sprain Lift Pumping Station Access Driveway, Bronx Valley Sanitary Sewer District, Greenburgh, New York.

The objective of this project is to construct a new access driveway off Jackson Avenue for the Sprain Lift Pumping Station. Owned and operated by the Westchester County Department of Environmental Facilities ("WCDEF"), the Sprain Lift Pumping Station is located between the North and Southbound lanes of the Sprain Brook Parkway, just south of the Jackson Avenue Bridge in the Town of Greenburgh. It is extremely difficult to access this site in its current configuration both off Jackson Avenue and the Northbound Sprain Brook Parkway. WCDEF seeks to construct an access driveway off of Jackson Avenue along the steep embankment leading down to the Sprain Lift Pumping Station. The goal is to facilitate the daily access to this station with a pick up or utility truck. WCDEF would also need access for a Vactor truck and a tanker truck in an emergency. To accomplish this objective, the side slope requires a retaining wall system to support the embankment and a guiderail system for vehicle side slope protection. Site drainage, along with a culvert crossing at the base of the slope to carry stormwater off the Sprain Brook Parkway, shall also be incorporated. This work is necessary to provide improved access in order to properly maintain sanitary facilities owned and operated by WCDEF. This agreement will benefit the public as it ensures improved access enabling WCDEF in conducting its basic mission of providing wastewater treatment and maintaining water quality, thereby promoting public health policies and laws.

On October 8, 2014, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide civil engineering and construction management services for under \$100,000. The Professional Prequalification Board approved a list of twelve (12) 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. Dolph Rotfeld Engineering, PC  
200 White Plains Road  
Tarrytown, New York 10591
2. M. G. McLaren, P.C. d/b/a McLaren Engineering Group  
100 Snake Hill Road  
West Nyack, New York 10994
3. Lockwood, Kessler & Bartlett, Inc.  
One Aerial Way  
Syosset, New York 11791

After careful consideration, the Professional Selection Board ranked the firm of Dolph Rotfeld Engineering, PC 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 Environmental Facilities, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

JTP/LR/AS

# 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 Dolph Rotfeld Engineering, PC, 200 White Plains Road, Tarrytown, New York 10591, for construction administration services for the Sprain Lift Pumping Station Access Driveway, Bronx Valley Sanitary Sewer District, Greenburgh, New York.

Agreement No. 16-909

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
322	60	SBV7503I	6120-05	BA #189-2015	

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.: \_\_\_\_\_