

52192

**TO:** Board of Acquisition and Contract  
**FROM:** Jay T. Pisco, PE  
Commissioner of Public Works and Transportation  
**DATE:** June 7, 2016  
**SUBJECT:** Authority to Enter into Agreement #16-912 in the matter of  
Architectural and Engineering Services in connection with a New Maintenance Facility,  
New Golf Cart Storage Facility, and Clubhouse Upgrades, Mohansic Golf Course,  
Yorktown Heights, New York

**Consultant:** Busing Associates, Architects, LLP  
**Agreement Amount:** \$376,000.00

*Subconsultant Approval:* OLA Consulting Engineers, PC  
Hillman & Miley Consulting Engineers, PLLC  
Ralph G. Mastro Monaco, PE PC  
Adelaide Environmental Health Associates, Inc. (WBE)  
Ward Carpenter Engineers, Inc.  
Soiltesting, Inc.  
Goldstick Lighting Design, Ltd. (WBE)

Authority of your Honorable Board is requested to enter into an Agreement in connection with architectural and engineering services for a New Maintenance Facility, New Golf Cart Storage Facility, and Clubhouse Upgrades, Mohansic Golf Course, Yorktown Heights, 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 design and construct a New Maintenance Facility, New Golf Cart Storage Facility, and Clubhouse Upgrades at Mohansic Golf Course. Most of the existing buildings throughout the course are original to the site and built over 80 years ago. The new maintenance facility will be designed in keeping with its intended use. A reconfiguration of the existing layout, along with landscape screening, fencing and related site and infrastructure work is all part of the scope. The new facility will include a superintendent's office, mechanic's shop, employee break room, lockers, restroom, washroom and shower area, equipment storage area, chemical storage area (fertilizer, pesticide, etc.), chemical mixing area, and general work shop. The proposed office space shall be heated and air conditioned. Energy efficient lighting shall be implemented. The new facility will accommodate storage bins for loose material such as topsoil, tee and green mix, gravel, and stone.

The existing two storage barns shall be renovated and reused for storage purposes. Renovation work for the Red Barn shall include replacement of roofing. Renovation work for the Gray Barn shall include replacement of exterior wood siding, replacement of windows, and upgrading the electrical system.

The existing golf cart storage facility is a poorly constructed repurposed plywood garage, located directly adjacent to the first tee. A new golf cart storage facility shall be built on the existing site with a simple stone and wood framed cart barn, consistent in style with the adjacent Clubhouse. A reconfiguration of the existing layout, along with landscape screening, fencing and related site and infrastructure work is all part of the scope.

The existing fixtures in the Clubhouse are original to the building and are long past their useful life. In spite of County Parks Department maintenance staff's efforts to clean and improve these facilities, the conditions of the restrooms at Mohansic receive frequent complaints from golf patrons. The women's room which is located in the basement of the building is a regular source of customer dissatisfaction. This project will build two new washroom/locker room facilities on the second floor of the Clubhouse in order to bring this facility up to current code for patrons. Complete Men's and Women's Restroom rehabilitation shall include all new fixtures, stalls, showers, and locker rooms along with lighting, new flooring, ceilings and painting throughout. In addition, new electric service panel, fire alarm, and air conditioning shall be installed as required.

This agreement will benefit the public as it will enhance the functionality of the golf course ensuring its compliance with current building codes and safe continued use by golfers.

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 BBS Architects, Landscape Architects, and Engineers, PC; Bernstein & Associates; Busing Associates, Architects, LLP; Foit-Albert Associates; KG&D Architects & Engineers, PC; Lothrop Associates LLP; Peter Gisolfi Associates, Architects and Landscape Architects, LLP; and Stephen Tilly, Architect were selected to possibly perform said services. On November 13, 2015, a request for proposal (RFP) was sent to the qualified firms and subsequently three (3) proposals were received on January 12, 2016.

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 April 18, 2016, selected Busing Associates, Architects, LLP, 235 Mamaroneck Avenue, White Plains, New York 10605, as the number one firm to perform architectural and engineering services in connection with a New Maintenance Facility, New Golf Cart Storage Facility, and Clubhouse Upgrades, Mohansic Golf Course, Yorktown Heights, New York, for a total fee of \$376,000.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, Busing Associates, Architects, LLP, has requested the utilization of the following subconsultants: OLA Consulting Engineers, PC (Mechanical, Electrical, and Plumbing Engineering Services), 50 Broadway, Hawthorne, New York 10532; Hillman & Miley Consulting Engineers, PLLC (Structural Engineering Services), 235 Mamaroneck Avenue, White Plains, New York 10605; Ralph G. Mastromonaco, PE PC (Civil Engineering Services), 13 Dove Court, Croton-on-Hudson, New York 10520; Adelaide Environmental Health Associates, Inc. (Environmental Engineering Services), 1511 Route 22, Brewster, New York 10509; Ward Carpenter Engineers, Inc. (Land Surveying Services), 76 Mamaroneck Avenue, White Plains, New York 10605; Soiltesting, Inc. (Test Borings and Soils Analysis), 90 Donovan Road, Oxford, Connecticut 06478; and Goldstick Lighting Design, Ltd. (Lighting Design Services), 828 S. Broadway, Suite 110, Tarrytown, New York 10591.

Board of Acquisition and Contract  
Agreement No. 16-912  
New Maintenance Facility, New Golf Cart Storage Facility, and Clubhouse Upgrades  
Mohansic Golf Course  
Yorktown Heights, New York  
Busing Associates, Architects, LLP  
Page 3

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.

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

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/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 Busing Associates, Architects, LLP, 235 Mamaroneck Avenue, White Plains, New York 10605, for architectural and engineering services associated with a New Maintenance Facility, New Golf Cart Storage Facility, and Clubhouse Upgrades, Mohansic Golf Course, Yorktown Heights, 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 \$376,000.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: OLA Consulting Engineers, PC (Mechanical, Electrical, and Plumbing Engineering Services), 50 Broadway, Hawthorne, New York 10532; Hillman & Miley Consulting Engineers, PLLC (Structural Engineering Services), 235 Mamaroneck Avenue, White Plains, New York 10605; Ralph G. Mastro Monaco, PE PC (Civil Engineering Services), 13 Dove Court, Croton-on-Hudson, New York 10520; Adelaide Environmental Health Associates, Inc. (Environmental Engineering Services), 1511 Route 22, Brewster, New York 10509; Ward Carpenter Engineers, Inc. (Land Surveying Services), 76 Mamaroneck Avenue, White Plains, New York 10605; Soiltesting, Inc. (Test Borings and Soils Analysis), 90 Donovan Road, Oxford, Connecticut 06478; and Goldstick Lighting Design, Ltd. (Lighting Design Services), 828 S. Broadway, Suite 110, Tarrytown, New York 10591; 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. 16-912

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	372	42	RGM0101E	6120-01	BA #45-2015	\$ 200,000.00
	372	42	RGC0507E	6120-01	BA #40-2012	\$ 176,000.00

Budget Funding Year(s): 2016 Start Date: 07/15/2016 End Date: 12/31/2020  
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$376,000.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_