

**53826**

**TO:** Board of Acquisition and Contract  
**FROM:** Vincent F. Kopicki, PE  
Commissioner of Public Works and Transportation  
**DATE:** December 6, 2016  
**SUBJECT:** Request Authority to Obtain a Proposal and Negotiate a Fee with ARCADIS of New York, Inc.,  
in connection with Engineering Services for a Sewer District Consolidation Study, New Rochelle Sanitary Sewer District, Westchester County, New York (#16-937)

---

Authority of your Honorable Board is requested to obtain a proposal to negotiate a fee in connection with engineering services for a Sewer District Consolidation Study, New Rochelle Sanitary Sewer District, Westchester County, New York.

The objective of this project is to evaluate alternatives for consolidating wastewater collection systems within Westchester County. Among its responsibilities, the Westchester County Department of Environmental Facilities operates and maintains seven (7) water resource recovery facilities (“WRRF”), 42 pumping stations, two overflow retention facilities, and 194 miles of trunk sewers and force mains serving thirteen (13) County Sanitary Sewer Districts. Three WRRFs discharge to the Hudson River and four WRRFs discharge to the Long Island Sound. Those tributary to the Long Island Sound serve sanitary sewers from 11 municipalities within the County. The tributary 11 municipalities are responsible for operation, maintenance, and capital projects within their sanitary sewer collection systems. Each municipality maintains staff and equipment for field activities and administrative services as well as providing funding for capital projects. At this time, the County wishes to evaluate alternatives for the consolidation of wastewater services in the New Rochelle Sanitary Sewer District from the four (4) municipalities tributary to the New Rochelle WRRF – namely the Town of Mamaroneck, City of New Rochelle, and Villages of Pelham Manor and Larchmont. In the future, the County may choose to evaluate alternatives for the consolidation of wastewater services in the areas tributary to the other three WRRFs that discharge to the Long Island Sound. This work is necessary in order to examine the technical and economic feasibility of consolidating wastewater collection systems within Westchester County. This agreement will benefit the public as it evaluates potential increased efficiencies and cost savings by consolidating sanitary facilities.

On September 23, 2016, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide environmental facilities services for under \$100,000. The Professional Prequalification Board approved a list of sixteen (16) qualified firms. As the fee is estimated to be less than \$100,000, on October 12, 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. ARCADIS of New York, Inc.  
44 South Broadway, 15th Floor  
White Plains, New York 10601
2. Camp Dresser McKee & Smith  
60 Crossways Park West, Suite 340

Woodbury, New York 11797

3. GHD Consulting Services Inc.  
One Remington Park Drive  
Cazenovia, New York 13035

After careful consideration, the Professional Selection Board ranked the firm of ARCADIS of New York, Inc. 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.

VFK/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 ARCADIS of New York, Inc, 44 South Broadway, 15th Floor, White Plains, New York 10601, for engineering services for a Sewer District Consolidation Study, New Rochelle Sanitary Sewer District, Westchester County, New York.

Agreement No. 16-937

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
221	60	0110-0081	4420	N/A	

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