

54013

TO: Board of Acquisition and Contract

FROM: Vincent F. Kopicki, PE
Commissioner of Public Works and Transportation

DATE: December 21, 2016

SUBJECT: Authority to Enter into Agreement #16-937
In the matter of Engineering Services in connection with a Sewer District Consolidation Study,
New Rochelle Sanitary Sewer District, Westchester County, New York

Consultant: **ARCADIS of New York, Inc.**
Agreement Amount: **\$51,800.00**

Authority of your Honorable Board is requested to enter into an Agreement in connection with engineering services for a Sewer District Consolidation Study, New Rochelle Sanitary Sewer District, Westchester County, New York. The consultant shall provide the following services associated with this project: data acquisition, identify range of alternatives, review key decision factors, identify regulatory and funding requirements, workshop to discuss potential alternative organizational structures, prepare a preliminary report for review, and issue a final report.

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 engineering services for an estimated fee not-to-exceed \$100,000. The Professional Prequalification Board approved a list of sixteen (16) qualified firms. The list was reviewed by the Professional Selection Board on October 12, 2016, whereby three firms were selected to possibly perform said services.

Board of Acquisition and Contract
Agreement No. 16-937
Sewer District Consolidation Study
ARCADIS of New York, Inc.
Page 2

By Resolution approved December 15, 2016, your Honorable Board authorized the County to negotiate with the firm of ARCADIS of New York, Inc., 44 South Broadway, 15th Floor, White Plains, New York 10601, and a proposal was submitted for engineering services for a Sewer District Consolidation Study, New Rochelle Sanitary Sewer District, Westchester County, New York, for a total fee of \$51,800.00, pursuant to an approved budget.

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.

Proposed form of Resolution to accomplish the foregoing is attached hereto.

VFK/LR/AS

RESOLUTION

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

RESOLVED, that approval is hereby granted to enter into an Agreement with the firm of 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. The consultant shall provide the following services associated with this project: data acquisition, identify range of alternatives, review key decision factors, identify regulatory and funding requirements, workshop to discuss potential alternative organizational structures, prepare a preliminary report for review, and issue a final report; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$51,800.00 shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the consultant, then the consultant shall have the right to terminate this Agreement upon reasonable prior written notice; 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, 2018; 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. 16-937

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	\$ 51,800.00

Budget Funding Year(s): 2016 Start Date: 12/31/16 End Date: 12/31/18
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$51,800.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____