

56005

TO: Board of Acquisition and Contract

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

DATE: March 14, 2017

SUBJECT: Authority to Enter into Agreement #17-902 in the matter of Engineering Services in connection with Hudson Hills Golf Course Improvements, Ossining, New York

Consultant: Maser Consulting PA
Agreement Amount: \$109,010.00

Authority of your Honorable Board is requested to enter into an Agreement in connection with Hudson Hills Golf Course Improvements, Ossining, 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 County of Westchester reserves the right to amend this Agreement with the consultant at a future date to provide for construction phase services including, but not limited to, design services during construction and project close-out services.

The objective of this project will be to make renovations to Hudson Hills Golf Course which is one of six 18-hole courses owned and operated by the Westchester County Department of Parks, Recreation and Conservation. Hudson Hills is a 7,000 yard, Par 71 course situated on 175 acres in Ossining which opened to the public in 2004. At this time, improvements are required to the fairways and cart paths throughout Hudson Hills Golf Course. The renovation work shall include, but not be limited to, the following items: fairway erosion control; fairway drainage; fairway re-grading/realignment; tee work; bunker rehabilitation; renovation of infiltration basins; repair of existing damaged cart paths; widening of existing cart paths; full depth replacement of cart paths where paths are beyond repair; realignment of existing cart paths and/or the establishment of new paths where feasible so as to save the fairways and approaches from continued unnecessary wear; walkway improvements around the clubhouse area; and associated site work. This agreement will benefit the public as it will enhance the functionality of the golf course ensuring its safe continued use by the public, thus addressing the County Executive's priority area of Best Management Practices and Infrastructure.

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 December 22, 2015, 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 January 12, 2016, whereby D&B Engineers and Architects, PC; Divney Tung Schwalbe, LLP; Eberlin & Eberlin, PC; French & Parrello Associates, PA; Henningson, Durham & Richardson Architecture and Engineering, PC; IQ Landscape Architects, PC; Langan Engineering, Environmental, Surveying and Landscape Architecture, DPC; Maser Consulting PA; and Provident Design Engineering, PLLC were selected to possibly perform said services. On October 18, 2016, a request for proposal (RFP) was sent to the qualified firms and subsequently three (3) proposals were received on November 30, 2016.

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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 February 17, 2017, selected Maser Consulting PA, 11 Bradhurst Avenue, Hawthorne, New York 10532, as the number one firm to perform engineering services in connection with Hudson Hills Golf Course Improvements, Ossining, New York, for a total fee of \$109,010.00, pursuant to an approved budget, which represents the best possible contract for the County.

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

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.

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.

VFK/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 Maser Consulting PA, 11 Bradhurst Avenue, Hawthorne, New York 10532, for engineering services associated with Hudson Hills Golf Course Improvements, Ossining, 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 County of Westchester reserves the right to amend this Agreement with the consultant at a future date to provide for construction phase services including, but not limited to, design services during construction and project close-out services; and be it further

RESOLVED, that for services rendered in accordance with the consultant's proposal, a total compensation of \$109,010.00, shall be provided, pursuant to an approved budget; 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. 17-902

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
372	42	RGHH101E	6120-03	BA #94-2015	\$ 109,010.00

Budget Funding Year(s): 2017 Start Date: 04/15/2017 End Date: 12/31/2020
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./ Social Security No.: _____
 State Aid: _____ Vendor No.: _____
\$109,010.00 Federal Aid: _____ Encumbrance No.: _____
 (must match resolution) Other: _____