

64253

TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: July 17, 2018
SUBJECT: First Amendment to Agreement No. 17-913 in the matter of
Architectural and Engineering Services in connection with
Miller House Site Improvements and Building Restoration, Town of North Castle, New York

Consultant: Busing Associates, Architects, LLP
Amendment Amount: \$45,500.00

Subconsultant Approval: Ralph G. Mastromonaco, P.E., P.C.

Authority of your Honorable Board is requested to amend existing Agreement Number 17-913 ("Agreement") between the County of Westchester ("County") and Busing Associates, Architects, LLP ("Consultant"), 235 Mamaroneck Avenue, White Plains, New York 10605. The original Agreement dated May 8, 2017, was for design and construction administration services associated with Miller House Site Improvements and Building Restoration, Town of North Castle, New York.

The design services included in the original Agreement are in progress. The County has been satisfied with the quality of services provided to date. The County has decided to incorporate a new Visitors Center at the Miller House site. The new Visitors Center will require additional architectural and engineering services which are not included in the existing Agreement.

It is therefore requested that the existing Agreement be amended to provide for additional architectural and engineering services in connection with this project. The Consultant shall provide additional design and construction administration services associated with this project that incorporates a new Visitors Center at the Miller House site which is outside of the scope of work included in the existing Agreement. Additional 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 additional design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings. For additional construction administration services, the Consultant shall monitor the construction procedures on the site to ensure compliance with the contract documents, coordinate scheduled activities of the contractors, submit construction progress reports and review and process contractors' applications for payment.

The objective of this project will be to provide site improvements and building restoration at the Miller House which is an 18th century Rhode Island-style farmhouse owned and maintained by the Westchester County Department of Parks, Recreation and Conservation that was used during the Revolutionary War by General George Washington as a headquarters command post during the Battle of White Plains in 1776. The County bought the house and property in 1917. The house was restored and opened to the public in 1918. The house presently requires restoration due to extensive water damage and structural deterioration. This Agreement and First Amendment will benefit the public as it ensures that the facility is functional and complies with current building codes.

The architectural and engineering discipline encompassed in this First Amendment is not new, but rather, it is an integral part of the project that involves the same degree of skill, experience and complexity as the expertise generally described in the original project. Accordingly, this type of architectural and engineering discipline was originally contemplated in the Professional Prequalification Board and Professional Selection Board process.

The fee for the above services is for an amount of \$45,500.00 pursuant to an approved budget, bringing the total Agreement plus First Amendment to \$244,200.00. The completion date of the Agreement shall remain December 31, 2021.

In addition, Busing Associates, Architects, LLP, has requested the utilization of the following subconsultant: Ralph G. Mastromonaco, P.E., P.C. (Civil Engineering Services), 13 Dove Court, Croton-on-Hudson, New York 10520.

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.

HJG/JJN/AJF/AS

RESOLUTION

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

RESOLVED, that the existing Agreement No. 17-913 (the "Agreement"), between the County of Westchester ("County") and Busing Associates, Architects, LLP ("Consultant"), 235 Mamaroneck Avenue, White Plains, New York 10605, be amended to provide for additional architectural and engineering services in connection with Miller House Site Improvements and Building Restoration, Town of North Castle, New York. The Consultant shall provide additional design and construction administration services associated with this project that incorporates a new Visitors Center at the Miller House site which is outside of the scope of work included in the existing Agreement. Additional 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 additional design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings. For additional construction administration services, the Consultant shall monitor the construction procedures on the site to ensure compliance with the contract documents, coordinate scheduled activities of the contractors, submit construction progress reports and review and process contractors' applications for payment; and be it further

RESOLVED, that for the additional services rendered in accordance with the Consultant's proposal, Busing Associates, Architects, LLP, shall be paid a fee of \$45,500.00 pursuant to an approved budget, increasing the total maximum fee to \$244,200.00; and be it further

RESOLVED, that the use of the following subconsultant also be approved: Ralph G. Mastromonaco, P.E., P.C. (Civil Engineering Services), 13 Dove Court, Croton-on-Hudson, New York 10520; and be it further

RESOLVED, that all other provisions of the Agreement shall remain in full force and effect; 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.

Original Agreement	\$	198,700.00	(Design and Construction Administration Services)
This Amendment		<u>45,500.00</u>	(Additional Design and Construction Administration Services)
TOTAL	\$	244,200.00	

Agreement No. 17-913

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	372	42	RMH01-00-E	6120-01	BA #70-2010	\$ 40,950.00
	372	42	RMH01-00-I	6120-05	BA #70-2010	\$ 4,550.00

Budget Funding Year(s): 2018 Start Date: 05/08/17 End Date: 12/31/21
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$45,500.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____