

66220

**TO:** Board of Acquisition and Contract

**FROM:** Hugh J. Greechan, Jr., P.E.  
Commissioner of Public Works and Transportation

**DATE:** November 27, 2018

**SUBJECT:** Authority to Enter into Agreement #18-932  
In the matter of Engineering Services in connection with Memorial Field Complex  
Rehabilitation,  
Phase I – Project Evaluation and Conceptual Planning, Mount Vernon, New York

**Consultant:** Woodard & Curran Engineering P.A. P.C.  
**Agreement Amount:** \$85,000.00

*Subconsultant Approval:* Wohl & O'Mara, L.L.P.

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Authority of your Honorable Board is requested to enter into an Agreement in connection with engineering services for Memorial Field Complex Rehabilitation, Phase I – Project Evaluation and Conceptual Planning, Mount Vernon, New York. The Consultant shall provide study services associated with this project. For study services, the Consultant shall provide data acquisition, verify existing site conditions, perform testing and analysis, develop alternate solutions with associated cost estimates, prepare a draft report for review, and issue a final report indicating recommended options.

The objective of this project is to rehabilitate the complex at Memorial Field. This project will be done in multiple phases. The first phase of this project (“Phase I”) will include an evaluation and conceptual planning of current site conditions to determine cost-effective redevelopment solutions which meet the desired programming needs for Memorial Field. Items to be evaluated will include: reconfiguring the tennis courts to provide additional space for future track and field buildout, preliminary cost estimates for the conceptual plans, track and field layout, field lighting options, bleacher options, entry plaza layout, review of remediation plans approved by the New York State Department of Environmental Conservation (“NYSDEC”), constructability review, and project phasing. This agreement will benefit the public as it will provide a venue for sporting events, concerts, and cultural events, thereby ensuring its safe use and enjoyment by the facility’s visitors.

On July 19, 2018, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide professional engineering services for Memorial Field Complex Rehabilitation. The Professional Prequalification Board approved a list of seven (7) qualified firms. As the fee is estimated to be less than \$100,000, on November 8, 2018 the Professional Selection Board reviewed this eligible list of qualified firms and selected the best three qualified firms to possibly perform said services.

By Resolution approved November 21, 2018, your Honorable Board authorized the County to negotiate with the firm of Woodard & Curran Engineering P.A. P.C., 709 Westchester Avenue, Suite L2, White Plains, New York 10604, and a proposal was submitted for engineering services for Memorial Field Complex Rehabilitation, Phase I – Project Evaluation and Conceptual Planning, Mount Vernon, New York, for a total fee of \$85,000.00, pursuant to an approved budget.

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Agreement No. 18-932  
Memorial Field Complex Rehabilitation  
Woodard & Curran Engineering P.A. P.C.  
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In addition, Woodard & Curran Engineering P.A. P.C. has requested the utilization of the following subconsultant: Wohl & O'Mara, L.L.P. (Land Surveying Services), 544 Vanderbilt Avenue, Staten Island, New York 10304.

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/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 Woodard & Curran Engineering P.A. P.C. ("Consultant"), 709 Westchester Avenue, Suite L2, White Plains, New York 10604, for engineering services for Memorial Field Complex Rehabilitation, Phase I – Project Evaluation and Conceptual Planning, Mount Vernon, New York. The Consultant shall provide study services associated with this project. For study services, the Consultant shall provide data acquisition, verify existing site conditions, perform testing and analysis, develop alternate solutions with associated cost estimates, prepare a draft report for review, and issue a final report indicating recommended options; and be it further

RESOLVED, that for services rendered in accordance with the Consultant's proposal, a total compensation of \$85,000.00 shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultant also be approved: Wohl & O'Mara, L.L.P. (Land Surveying Services), 544 Vanderbilt Avenue, Staten Island, New York 10304; 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. 18-932

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	318	19	BLA01-46-S	6120-03	BA #50-2010	\$ 85,000.00

Budget Funding Year(s): 2018 Start Date: 12/31/18 End Date: 12/31/20  
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$85,000.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_