

**71057**

**TO:** Board of Acquisition and Contract  
**FROM:** Hugh J. Greechan, Jr., PE  
Commissioner of Public Works and Transportation  
**DATE:** August 13, 2019  
**SUBJECT:** Authorization to extend the term of Agreement No. 15-945 with Lothrop Associates LLP retroactively from December 31, 2018 until December 31, 2021

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Authority of your Honorable Board is requested to extend the term of Agreement No. 15-945 (the "Agreement") between the County of Westchester (the "County") and Lothrop Associates LLP (the "Consultant"), 333 Westchester Avenue, White Plains, New York 10604, for the provision of architectural and engineering services associated with the Headquarters Facility Renovation, Department of Public Safety, Hawthorne, New York, retroactively from December 31, 2018 until December 31, 2021. The original Agreement was executed on September 28, 2015 and is for a total amount not to exceed \$335,319.00. The original Agreement completion date was December 31, 2018.

The architectural and engineering services included in the original Agreement are in progress. The County has been satisfied with the quality of services provided to date. The Consultant has spent a significant amount of time coordinating with the Department of Public Safety and the Department of Public Works and Transportation for this project. The design is still being developed and remaining tasks, including preparation of final construction documents and bidding phase services, will extend beyond the current Consultant Agreement completion date. Therefore, the professional services of the Consultant will be required beyond the original completion date in order to provide the remaining architectural and engineering services associated with this project. Attached is a Resolution requesting an extension of the Agreement retroactively from December 31, 2018 until December 31, 2021 with no increase in the not to exceed amount of \$335,319.00.

The objective of this term extension is in the County's best interest as it will provide for uninterrupted professional services pursuant to the Agreement for the Department project contained herein.

Except as specifically amended hereby, all other terms and conditions of the Agreement will remain the same.

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. It is recognized and understood that the County shall evaluate the performance of this contract by the Consultant and shall use such evaluation in deciding to award future contracts to the Consultant.

I urge your favorable consideration of the annexed proposed Resolution.

HJG/JA/AK/as

# RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Public Works and Transportation, be and is hereby authorized to amend Agreement No. 15-945 (the "Agreement") with Lothrop Associates LLP (the "Consultant"), 333 Westchester Avenue, White Plains, New York 10604, for the provision of architectural and engineering services associated with the Headquarters Facility Renovation, Department of Public Safety, Hawthorne, New York by extending the term retroactively from December 31, 2018 until December 31, 2021; and be it further

RESOLVED, that all other terms and conditions of the Agreement, including the not to exceed amount of \$335,319.00 shall remain the same; 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 and appropriate to effectuate the purposes hereof.

Agreement No. 15-945

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
338	38	BPS15-01-E	6120-01	BA #115-2014	N/A

Budget Funding Year(s): 2019 Start Date: 09/28/2015 End Date: 12/31/2021  
 (must match resolution)

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