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TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: March 31, 2020
SUBJECT: Second Amendment to Agreement No. 15-928 in the matter of Engineering Services
in connection with Infrastructure Improvements, Tibbetts Brook Park, Yonkers, New York

Consultant: Insite Engineering, Surveying & Landscape Architecture, P.C.
Amendment Amount: \$52,500.00

Subconsultant Approval: Hartgen Archeological Associates, Inc.

The County of Westchester ("County"), acting by and through its Department of Public Works and Transportation ("Department"), entered into Agreement Number 15-928 ("Agreement"), dated May 28, 2015, with Insite Engineering, Surveying & Landscape Architecture, P.C. ("Consultant"), 3 Garrett Place, Carmel, New York 10512, wherein the Consultant was to provide engineering design services associated with Infrastructure Improvements, Tibbetts Brook Park, Yonkers, New York. The Agreement was thereafter amended by Resolution approved August 3, 2017, for additional design services associated with Infrastructure Improvements, Tibbetts Brook Park, Yonkers, New York and to extend the completion date of the Agreement to December 31, 2021.

The engineering services included in the original Agreement have been in progress. The County has been satisfied with the quality of services provided to date. The Consultant has developed several options for the proposed work that have been reviewed by the County as the basis for final design. The following additional tasks have been identified that are not included in the existing Agreement: (1) additional design services for stormwater systems; (2) additional New York State Department of Environmental Conservation ("NYSDEC") permit requirements; (3) additional design services associated with improvements to main access road, guard booth, intersection with loop road, and replacement of park infrastructure; (4) additional costs associated with modifying design to split the project into two construction phases; and (5) additional Phase 1B archeological investigation.

Authority of your Honorable Board is therefore requested to further amend the existing Agreement between the County and the Consultant to provide for additional engineering services in connection with Infrastructure Improvements, Tibbetts Brook Park, Yonkers, New York. The Consultant shall provide additional design services associated with this project that 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.

The objective of this project will be to provide various infrastructure improvements at Tibbetts Brook Park. With the success of the pool project and the increased popularity of the park, the County is seeking to increase the in-season parking capacity at Tibbetts Brook Park. The work will include an overall site analysis and assessment of existing conditions, with plans for improved and increased parking areas. The construction contract documents to be developed will include the expansion of existing parking facilities, possible new parking facilities, resurfacing of existing park roads and walkways, drainage improvements, landscaping, site work, and playground area improvements. This agreement will benefit the public as it will enhance this recreational facility thereby ensuring its safe use and enjoyment by the park's visitors.

The engineering discipline encompassed in this 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 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 \$52,500.00 pursuant to an approved budget, bringing the total Agreement plus Amendments to \$217,494.00. The completion date of the Agreement shall be extended to December 31, 2024.

In addition, the Consultant has requested the utilization of the following subconsultant: Hartgen Archeological Associates, Inc., for Archeological Investigation Services, 1744 Washington Avenue Extension, Rensselaer, New York 12144.

The Department 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/RSD/ER/as

RESOLUTION

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

RESOLVED, that the County of Westchester (“County”), acting by and through its Department of Public Works and Transportation (“Department”), is hereby authorized to amend Agreement No. 15-928 (“Agreement”) with Insite Engineering, Surveying & Landscape Architecture, P.C (“Consultant”), 3 Garrett Place, Carmel, New York 10512, to provide for additional engineering services in connection with Infrastructure Improvements, Tibbetts Brook Park, Yonkers, New York. The Consultant shall provide additional design services associated with this project that 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; and be it further

RESOLVED, that for the additional services rendered, the Consultant shall be paid a fee of \$52,500.00 pursuant to an approved budget, increasing the total maximum fee to \$217,494.00; and be it further

RESOLVED, that the use of the following subconsultant also be approved: Hartgen Archeological Associates, Inc., for Archeological Investigation Services, 1744 Washington Avenue Extension, Rensselaer, New York 12144; and be it further

RESOLVED, that the completion date of the Agreement shall be extended to December 31, 2024; and be it further

RESOLVED, that all other provisions of the existing 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	\$	129,000.00	(Design Services)
First Amendment		35,994.00	(Additional Design Services)
This Amendment		52,500.00	(Additional Design Services)
TOTAL	\$	217,494.00	

Agreement No. 15-928

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	372	42	RTB05-01-E	6120-03	BA #47-2012	\$ 52,500.00

Budget Funding Year(s): 2020 Start Date: 05/28/2015 End Date: 12/31/2024
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
 \$ 52,500.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____