

**82306**

**TO:** Board of Acquisition and Contract  
**FROM:** Hugh J. Greechan, Jr., PE  
Commissioner of Public Works and Transportation  
**DATE:** February 2, 2021  
**SUBJECT:** Request Authority to Obtain a Proposal and Negotiate a Fee with LynStaar Engineering, P.C., a WBE firm, in connection with Electrical Engineering Consulting Services for Various Projects (#21-904)

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Authority of your Honorable Board is requested to obtain a proposal and to negotiate a fee in connection with electrical engineering consulting services for various projects.

The objective of this project is to provide electrical engineering consulting services for various projects in Westchester County. The electrical engineering services will assist Engineering Division staff in the Department of Public Works and Transportation for the planning and design of various capital projects. This agreement will benefit the public as it provides electrical engineering services required for improvements of various County owned facilities in compliance with applicable building codes.

On February 14, 2019, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide electrical engineering services for under \$100,000. The Professional Prequalification Board approved a list of five (5) qualified firms. On September 18, 2020, the Board of Legislators approved Act No. 166-2020 which amends the rules and procedures that govern the prequalification and selection of architects, professional engineers, and land surveyors by increasing the maximum fee threshold from \$100,000 to \$250,000. As the fee for this procurement is estimated to be less than \$250,000, on January 25, 2021 the Professional Selection Board reviewed this eligible list of qualified firms and selected the best three qualified firms to possibly perform said services. The three firms were:

1. LynStaar Engineering, P.C. (**WBE**)  
12 Water Street, Suite 202  
White Plains, New York 10601
2. C & F Consulting Engineering, P.C.  
420 North Broadway  
White Plains, New York 10603
3. OLA Consulting Engineers, P.C.  
50 Broadway  
Hawthorne, New York 10532

After careful consideration, the Professional Selection Board ranked the firm of LynStaar Engineering, P.C., a WBE firm, as the number one firm suitable for this proposal for these professional services. Authorization to enter into an Agreement will be submitted to your Honorable Board when negotiations are satisfactorily completed. This selection process followed the requirements as outlined in the Rules of the Professional Prequalification and Selection Boards and the Laws of Westchester County.

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This matter has been reviewed by the Deputy County Executive and the Commissioner of the Department of Planning, and they are in concurrence.

Payment for this contract will be made from the various County capital project accounts for which the services are rendered as needed and as determined by the Department of Public Works and Transportation.

I recommend adoption of the attached proposed Resolution.

HJG/GMK/LR/as

# RESOLUTION

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

RESOLVED, that with the concurrence of the Professional Selection Board, approval is hereby granted to obtain a proposal and to negotiate a fee with LynStaar Engineering, P.C., a WBE firm, 12 Water Street, Suite 202, White Plains, New York 10601, for Electrical Engineering Consulting Services for Various Projects.

Agreement No. 21-904

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
346	46	BPF34-01-E	6120-03	BA #185-2020	
346	46	BPF36-01-E	6120-03	BA #186-2020	
346	46	BPF39-01-S	6120-03	BA # 84-2020	
338	38	BPS28-01-E	6120-03	BA #130-2017	
346	46	B077E-01-E	6120-03	BA #334-2016	
346	46	B015D-02-E	6120-03	BA #197-2020	
325	60	RD017-01-E	6120-03	BA # 99-2019	
322	60	SY025-00-E	6120-03	BA # 64-2017	
322	60	SM075-08-E	6120-03	BA # 69-2014	
322	60	SOS09-00-E	6120-03	BA # 73-2014	

Budget Funding Year(s): 2021 Start Date: N/A End Date: N/A  
 (must match resolution)

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