

82534

TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: February 9, 2021
SUBJECT: Authority to Enter into Agreement #21-903 in the matter of Engineering Services in connection with the New Rochelle Sanitary Sewer System District Consolidation Study – Phase II and Countywide Sewer District Consolidation Study

Consultant: Arcadis of New York, Inc.
Agreement Amount: \$697,900.00

Subconsultant Approval: AI Engineers, Inc. (MBE)
McCarthy Fingar LLP

Authority of your Honorable Board is requested for the County of Westchester (“County”) acting by and through its Department of Public Works and Transportation (“Department”) to enter into Agreement No. 21-903 (“Agreement”) with Arcadis of New York, Inc. (“Consultant”), 44 South Broadway, 9th Floor, White Plains, New York 10601, in connection with the New Rochelle Sanitary Sewer System District Consolidation Study – Phase II and Countywide Sewer District Consolidation Study. The Consultant shall provide study services associated with this project. For study services, the Consultant shall provide data acquisition, verify existing site conditions, perform a technical assessment, perform a management and governance assessment, perform a financial analysis, perform a legal evaluation, attend meetings and workshops, 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 evaluate alternatives for consolidating wastewater collection systems within Westchester County. Among its responsibilities, the Westchester County Department of Environmental Facilities operates and maintains seven (7) water resource recovery facilities (“WRRF”), 42 pumping stations, two overflow retention facilities, and 194 miles of trunk sewers and force mains serving thirteen (13) County Sanitary Sewer Districts. Three WRRFs discharge to the Hudson River and four WRRFs discharge to the Long Island Sound. Those tributary to the Long Island Sound serve sanitary sewers from 11 municipalities within the County. The tributary 11 municipalities are responsible for operation, maintenance, and capital projects within their sanitary sewer collection systems. Each municipality maintains staff and equipment for field activities and administrative services as well as providing funding for capital projects. At this time, the County wishes to evaluate alternatives for the consolidation of wastewater services in the New Rochelle Sanitary Sewer District from the four (4) municipalities tributary to the New Rochelle WRRF (the Town of Mamaroneck, City of New Rochelle, and Villages of Pelham Manor and Larchmont) and also a County Wide Sewer System Evaluation study to evaluate opportunities and alternatives to the status quo for efficiently and economically addressing possible consolidation of existing County and municipal sewer services. This work is necessary in order to examine the technical and economic feasibility of consolidating wastewater collection systems within Westchester County. This Agreement will benefit the public as it evaluates potential increased efficiencies and cost savings by consolidating sanitary facilities.

Since the estimated fee for professional services was greater than \$250,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on September 24, 2020, a meeting of the Professional Prequalification Board was held to discuss the scope of work and request a list of qualified firms to provide the necessary services. The list was reviewed by the Professional Selection Board on October 9, 2020 whereby AECOM USA, Inc.; Arcadis of New York, Inc.; D&B Engineers and Architects, P.C.; and Hazen and Sawyer, D.P.C. were selected to possibly perform said services. On October 13, 2020, a request for proposal (“RFP”) was sent to the qualified firms and subsequently three (3) proposals were received on December 8, 2020.

After reviewing the proposals, and based on the evaluation criteria set forth in the RFP, including technical merit and net cost, the Professional Selection Board at its meeting held January 25, 2021, selected Arcadis of New York, Inc., as the number one firm to perform engineering services in connection with the New Rochelle Sanitary Sewer System District Consolidation Study – Phase II and Countywide Sewer District Consolidation Study, for a total fee of \$697,900.00, pursuant to an approved budget, which represents the best possible contract for the County.

In addition, the Consultant has requested the utilization of the following subconsultants: AI Engineers, Inc., an MBE firm, for Technical Assessment Services, 570 Taxter Road, Elmsford, New York 10523; and McCarthy Fingar LLP, for Legal Evaluation Services, 11 Martine Avenue, 12th Floor, White Plains, New York 10606.

The proposed has been reviewed and is judged to be responsive to the task at hand.

The Department will track scheduling and accomplishments by the Consultant and perform on-site inspections to ensure the successful completion of this project.

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

I recommend adoption of the attached proposed Resolution.

HJG/LR/as

RESOLUTION

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

RESOLVED, that approval for the County of Westchester (“County”) acting by and through its Department of Public Works and Transportation (“Department”) is hereby granted to enter into Agreement No. 21-903 (“Agreement”) with the firm of Arcadis of New York, Inc. (“Consultant”), 44 South Broadway, 9th Floor, White Plains, New York 10601, for engineering services associated with the New Rochelle Sanitary Sewer System District Consolidation Study – Phase II and Countywide Sewer District Consolidation Study. The Consultant shall provide study services associated with this project. For study services, the Consultant shall provide data acquisition, verify existing site conditions, perform a technical assessment, perform a management and governance assessment, perform a financial analysis, perform a legal evaluation, attend meetings and workshops, 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 \$697,900.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: AI Engineers, Inc., an MBE firm, for Technical Assessment Services, 570 Taxter Road, Elmsford, New York 10523; and McCarthy Fingar LLP, for Legal Evaluation Services, 11 Martine Avenue, 12th Floor, White Plains, New York 10606; and be it further

RESOLVED, that the Agreement shall commence upon the Consultant's receipt of written notice from the Commissioner of the Department or his designee and that the completion date shall be December 31, 2024; 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. 21-903

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
322	60	SW031-01-F	6120-03	BA #153-2020	\$697,900.00

Budget Funding Year(s): 2021 Start Date: 03/15/2021 End Date: 12/31/2024
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./ Social Security No.: _____
 State Aid: _____ Vendor No.: _____
\$697,900.00 Federal Aid: _____ Encumbrance No.: _____
 (must match resolution) Other: _____