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TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: July 13, 2021
SUBJECT: First Amendment to Agreement No. 19-909 in the matter of Project Management Services for various Westchester County capital projects
Consultant: Henningson, Durham & Richardson Architecture and Engineering, P.C.
Amendment Amount: \$2,000,000.00

The County of Westchester ("County"), acting by and through its Department of Public Works and Transportation ("Department"), entered into Agreement Number 19-909 ("Agreement"), dated February 25, 2019, with Henningson, Durham & Richardson Architecture and Engineering, P.C. ("Consultant"), 711 Westchester Avenue, White Plains, New York 10604, wherein the Consultant was to provide project management services for various County capital projects. The Agreement expires on February 24, 2022. The Agreement may be extended for an additional two (2) years at the sole option of the County.

The project management services included in the original Agreement have been in progress. The Department has been satisfied with the quality of services provided to date. The Department has currently authorized the Consultant to perform various services that are approaching the Agreement fee amount (\$2,750,000). In order to provide anticipated services for the remainder of the term, the Department needs to amend this Agreement for additional services. The Consultant will provide additional services for the following projects:

- Rehabilitation of Westchester Avenue, County Road #71 & 62
- Rehabilitation of Mamaroneck Avenue, County Road #8, 8A, 8B, 8C, & 8D
- Lasdon Park Infrastructure and Site Improvements

Authority of your Honorable Board is therefore requested to amend the existing Agreement between the County and the Consultant to provide for additional project management services in connection with various County capital projects. The Consultant shall provide additional project management services including staff augmentation, development of requests for proposals, consultant management, development of a Project Management Plan, monitoring project schedules, managing project budgets, project close-out services, and other consulting services as directed by the Commissioner of the Department.

The objective of this project will be to perform project management services for various Westchester County capital projects. This work is necessary to augment the Department's Engineering Division staff in the preparation of capital projects, requests for proposals, and the oversight of other consultants during the study, design, and construction phases of a capital project. Projects vary in complexity and cost and include building renovations, environmental facilities, parks, roads, and bridges. Project budgets may range from \$100,000 to \$10,000,000. This Agreement will benefit the public as it will provide a cost-effective method to manage capital projects, thereby ensuring timely project completion within budget.

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The engineering discipline encompassed in this Amendment is not new, but rather, it is an integral part of the agreement scope that involves the same degree of skill, experience and complexity as the expertise generally described in the original agreement scope. 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 \$2,000,000.00 pursuant to an approved budget, bringing the total Agreement plus Amendment to \$4,750,000.00. The completion date of the Agreement shall be extended to February 24, 2024.

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/GMK/RSD/as

RESOLUTION

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

RESOLVED, that the existing Agreement No. 19-909 (“Agreement”) between the County of Westchester (“County”), acting by and through its Department of Public Works and Transportation (“Department”), and Henningson, Durham & Richardson Architecture and Engineering, P.C. (“Consultant”), 711 Westchester Avenue, White Plains, New York 10604, be amended to provide for additional project management services in connection with various County capital projects. The Consultant shall provide additional project management services including staff augmentation, development of requests for proposals, consultant management, development of a Project Management Plan, monitoring project schedules, managing project budgets, project close-out services, and other consulting services as directed by the Commissioner of the Department; and be it further

RESOLVED, that for the additional services rendered, the Consultant shall be paid a fee of \$2,000,000.00 pursuant to an approved budget, increasing the total maximum fee to \$4,750,000.00; and be it further

RESOLVED, that the completion date of the Agreement shall be extended to February 24, 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	\$ 2,750,000.00	(Project Management Services)
This Amendment	<u>2,000,000.00</u>	(Additional Project Management Services)
TOTAL	\$ 4,750,000.00	

Agreement No. 19-909

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	366	46	RB164-01-I	6120-05	BA # 23-2020	\$170,000.00
	366	46	RB189-01-I	6120-05	BA # 4-2019	\$150,000.00
	366	46	RB172-01-I	6120-05	BA # 75-2021	\$310,000.00
	366	46	RB173-01-I	6120-05	BA # 76-2021	\$235,000.00
	366	46	RB174-01-I	6120-05	BA # 77-2021	\$494,073.67
	372	42	RLAS6-01-E	6120-03	BA #329-2016	\$315,304.80
	366	46	TBD		TBD	\$325,621.53

Budget Funding Year(s): 2019-2024 Start Date: 02/25/19 End Date: 02/24/24
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$2,000,000.00 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: _____ Encumbrance No.: _____