

92021

DATE March 23, 2022

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond
Commissioner of Planning

SUBJECT: Resolution authorizing an agreement between the County of Westchester and Creighton Manning Engineering, LLP to provide consulting services to develop a Conceptual Design Plan for the White Plains TransCenter.

The attached resolution authorizes the County of Westchester (the "County"), acting by and through its the Department of Planning (the "Department"), to enter into an agreement with Creighton Manning Engineering, LLP. ("Creighton Manning") to provide consulting services to develop a conceptual design plan (the "Plan") for the White Plains TransCenter (the "TransCenter") in the City of White Plains (the "Agreement"). The not to exceed amount of the Agreement is \$147,581.20, pursuant to an approved budget. Funds will be disbursed from a Federal Transit Administration Grant. The term of the Agreement is April 1, 2022 to June 30, 2023.

The goal of the Plan is to re-envision the TransCenter, the County-owned bus station that serves over 5,000 Bee-Line daily weekday passengers. The Plan will include, but is not limited to, aesthetics, comfort, amenities, vehicle and pedestrian circulation and wayfinding, and ways to enhance the customer experience and improve travel flows within the facility. The Plan will incorporate the consultant's observations and analysis of data, feedback obtained from TransCenter users and stakeholders, and a review of comparable projects and industry best practices. The Plan will provide the County with phased recommendations and order of magnitude costs, and serve as a basis for future infrastructure investments to improve the TransCenter.

The goal and objective of this Agreement is to get direction on how to provide better service to and improve safety for existing TransCenter users, and to attract new transit users and reduce traffic in the downtown White Plains Transit district. The project will be monitored by Department staff and payment will be approved only after quantitative and qualitative milestones have been met.

In accordance with Section 6 of the County's Procurement Policy and Procedures, an RFP soliciting the services described above was posted on the County's website on September 3, 2021 with responses due by October 8, 2021. In an effort to solicit as many proposals as possible, the Department advertised in the "Journal News", the "New York State Contract Reporter", and "El Aguila". The Department received the following five proposals, along with their cost proposals, in response to the RFP: Creighton Manning - \$147,581.20; WXY Architecture and Urban Design - \$207,952; Urban Architects, PLLC. - \$299,610.00; N.K. Bhandari Architecture & Engineering, P.C.- \$150,000; and Graf & Lewent Architects LLP, - 524,760.00.

The proposals were reviewed and scored on a number of criteria, such as the project methodology and approach, the cost of the proposal, and the ability to provide the required work, qualifications and experience of the consultant and its staff in performing similar work. Creighton Manning's proposal received the highest score.

I recommend approval of this agreement.

NVD/sc/cp
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/31/2022 - RAMONA SULKY, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED, that the County of Westchester is authorized to enter into an agreement with Creighton Manning Engineering, LLP, to develop a Conceptual Design Plan for the White Plains TransCenter in an amount not-to-exceed \$147,581.20, to be paid from a Federal Transit Administration Grant, for a term commencing on April 1, 2022 and continuing through June 30, 2023. The work will include, but not be limited to, providing a plan to improve the aesthetics, comfort, amenities, vehicle and pedestrian circulation and wayfinding, and ways to enhance the customer experience and improve travel flows within the facility, and be it further

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate purposes hereof.

Account to be Charged/Credited

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
263	19	278W	4380	T278	\$118,064.96
101	19	0100	4912		\$ 29,516.24

Budget Funding Year(s)
(must match resolution)

FY 2022 Start Date: April 1, 2022 End Date: June 30, 2023

Funding Source

Tax Dollars \$ 29,516.24

State Aid _____

\$147,581.20
(must match resolution)

Federal Aid \$118,064.96

Other _____