



OnBase: 94403

TO: Board of Acquisition and Contract
FROM: Dr. Belinda S. Miles
President, Westchester Community College
DATE: June 22, 2022
SUBJECT: Request Authority to Obtain a Proposal and Negotiate a Fee with C&F Consulting Engineering, PC, in connection with Engineering Services for A/V Equipment Upgrades, Various Buildings, Westchester Community College, Valhalla, New York (WCC-22-681)

Authority of your Honorable Board is requested for the County of Westchester (the "County") to obtain a proposal and to negotiate a fee with C&F Consulting Engineering, PC, in connection with engineering services for A/V Equipment Upgrades, Various Buildings, Westchester Community College, Valhalla, New York.

The objective of this project will be to renovate four event and meeting spaces, including the Gateway Building's Davis Auditorium, the Library Building's Foundation Board Room, the Hankin Academic Arts Building's Theater, and the Student Center Event Room. The renovation will provide each space with upgraded audio and video capabilities which will allow for remote participation and live streaming, as well as upgrades to the existing equipment in the spaces.

On March 9, 2022, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide engineering services for this project. The Professional Prequalification Board approved a list of three (3) qualified firms. As the fee is estimated to be less than \$250,000, on March 9, 2022 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. C&F Consulting Engineering, PC
420 North Broadway
White Plains, NY 10603
2. LynStaar Engineering, PC
12 Water Street, Suite 202
White Plains, NY 10601
3. OLA Consulting Engineers, PC
50 Broadway Suite 2
Hawthorne, NY 10532

After careful consideration, the Professional Selection Board ranked the firm of C&F Consulting Engineering, PC, 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.

This matter has been reviewed by the Deputy County Executive and the Director of the Physical Plant, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/21/2022 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Upon communication from the President, Westchester Community College, be it hereby

RESOLVED, that with the concurrence of the Professional Selection Board, approval is hereby granted to obtain a proposal and to negotiate a fee with C&F Consulting Engineering, PC, 420 North Broadway, White Plains, NY 10603, for engineering services for A/V Equipment Upgrades, Various Buildings, Westchester Community College, Valhalla, New York.

Agreement No. WCC-22-681

Account to be Charged/ Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	703	9997	9549	5443601		

Budget Funding Year(s): 2022 Start Date: 9/1/22 End Date: 12/31/23
(must match resolution)

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

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/12/2023 RAYMOND SCULKY, SECRETARY