

94742

**TO:** Board of Acquisition and Contract  
**FROM:** Hugh J. Greechan, Jr., PE  
Commissioner of Public Works and Transportation  
**DATE:** July 19, 2022  
**SUBJECT:** Authority to Enter into Agreement #22-921  
In the matter of Study Services in connection with an Asset Management Program,  
Mamaroneck, Ossining and Peekskill Water Resource Recovery Facilities, Mamaroneck,  
Ossining and Peekskill, New York

**Consultant:** Arcadis of New York, Inc.  
**Agreement Amount:** \$524,200.00  
*Subconsultant Approval:* HDR, Inc  
LynStaar Engineering, P.C. (WBE)

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. 22-921 ("Agreement") with Arcadis of New York, Inc. ("Consultant"), 44 South Broadway, Suite 1200, White Plains, New York 10601, in connection with an Asset Management Program, Mamaroneck, Ossining and Peekskill Water Resource Recovery Facilities, Mamaroneck, Ossining and Peekskill, New York. The Consultant shall provide study services associated with this project. For study services, the Consultant shall provide data acquisition, verify existing site conditions, perform engineering analysis, 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 will be the development of an asset management program at the Mamaroneck, Ossining, and Peekskill Water Resource Recovery Facilities in order to provide a cost-effective asset replacement planning and prioritization program which can then ultimately be used at all facilities operated and maintained by the Westchester County Department of Environmental Facilities. The asset management program involves identifying the data and workflow enhancements required to upgrade the existing maintenance management system into an efficient and sustainable asset management program. This agreement will benefit the public as it will ensure that the County's wastewater treatment operations are safe and environmentally compliant.

Since the estimated fee for professional services was greater than \$250,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, a meeting of the Professional Prequalification Board was held on December 22, 2020 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 February 24, 2021 whereby Arcadis of New York, Inc.; Greeley and Hansen LLC; Hazen and Sawyer, D.P.C.; and Henningson, Durham & Richardson Architecture and Engineering P.C. were selected to possibly perform said services. On April 20, 2022, a request for proposal ("RFP") was sent to the qualified firms and subsequently three (3) proposals were received on June 2, 2022.

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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 June 14, 2022, selected Arcadis of New York, Inc., as the number one firm to perform study services in connection with an Asset Management Program, Mamaroneck, Ossining and Peekskill Water Resource Recovery Facilities, Mamaroneck, Ossining and Peekskill, New York, for a total fee of \$524,200.00, 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: HDR, Inc., for Task Support (Structural), 711 Westchester Avenue, Suite 103, White Plains, New York 10604; and LynStaar Engineering, P.C., a WBE firm, for Task Support, 12 Water Street, Suite 202, White Plains, New York 10601.

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/jr

# 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. 22-921 (“Agreement”) with the firm of Arcadis of New York, Inc. (“Consultant”), 44 South Broadway, Suite 1200, White Plains, New York 10601, for study services in connection with an Asset Management Program, Mamaroneck, Ossining and Peekskill Water Resource Recovery Facilities, Mamaroneck, Ossining and Peekskill, New York. The Consultant shall provide study services associated with this project. For study services, the Consultant shall provide data acquisition, verify existing site conditions, perform engineering analysis, 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 \$524,200.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved: HDR, Inc., for Task Support (Structural), 711 Westchester Avenue, Suite 103, White Plains, New York 10604; and LynStaar Engineering, P.C., a WBE firm, for Task Support, 12 Water Street, Suite 202, White Plains, New York 10601; 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, 2026; 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. 22-921

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	322	60	SW010-02-S	6120-03	BA #153-2021	\$524,200.00

Budget Funding Year(s): 2022 Start Date: 08/15/2022 End Date: 12/31/2026  
 (must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$524,200.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_