

ID #112359

TO: Board of Acquisition and Contract

FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation

DATE: October 28, 2025

SUBJECT: Authority to Enter into Agreement No. 24-924 in the matter of Engineering Services in connection with a Domestic Water Isolation Valve Installation, Richard J. Daronco Westchester County Courthouse, White Plains, New York

Consultant: Macan Deve Engineers, D.P.C. (WBE)

Agreement Amount: \$133,608.00

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. 24-924 ("Agreement") with Macan Deve Engineers, D.P.C. ("Consultant"), an WBE firm, 410 North Broadway, White Plains, New York, 10603, in connection with engineering services for a Domestic Water Isolation Valve Installation, Richard J. Daronco Westchester County Courthouse, White Plains, New York. The Consultant shall provide design services associated with this project. Design services shall include the preparation of construction contract documents (drawings and specifications), construction cost estimates, any required addenda, and a bid analysis including an evaluation of the bids to determine compliance with bidding requirements and whether the bidders are responsible so that the County may recommend award of the construction contracts. In addition, the Consultant shall provide design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings. The County also reserves the right to amend this agreement with the Consultant at a future date to provide for final design services, bidding phase services, and construction phase services including but not limited to design services during construction, construction administration services, and project close-out services.

The objective of this project is to install isolation valves on a domestic water system throughout the entire Westchester County Courthouse Annex. The current domestic water system in the Annex cannot be separated by floor or section. If a particular area needs to be repaired, then the entire water system needs to be shut off and the building will be closed for as long as it takes to resolve the issue. Installing isolation valves in strategic locations will benefit the public by allowing the water service in that area to be turned off, allowing the remaining portions of the building to remain operational.

On November 21, 2022, the Professional Prequalification Board was canvassed for the purpose of generating an eligible list of qualified firms to provide miscellaneous structural services for under \$250,000. The Professional Prequalification Board approved a list of eight (8) qualified firms. As the fee is estimated to be less than \$250,000, the consultant prequalification list was reviewed by the Professional Selection Board on June 17, 2024, whereby three firms were selected to possibly perform said services.

By Resolution approved July 11, 2024, your Honorable Board authorized the County to negotiate with the Consultant and a proposal was submitted for engineering services for a Domestic Water Isolation Valve Installation, Richard J. Daronco Westchester County Courthouse, White Plains, New York, for a total fee of \$133,608.00, pursuant to an approved budget.

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/AK/cg

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. 24-924 ("Agreement") with the firm of Macan Deve Engineers, D.P.C. ("Consultant"), an WBE firm, 410 North Broadway, White Plains, New York, 10603, for a Domestic Water Isolation Valve Installation, Richard J. Daronco Westchester County Courthouse, White Plains, New York. The Consultant shall provide design services associated with this project. Design services shall include the preparation of construction contract documents (drawings and specifications), construction cost estimates, any required addenda, and a bid analysis including an evaluation of the bids to determine compliance with bidding requirements and whether the bidders are responsible so that the County may recommend award of the construction contracts. In addition, the Consultant shall provide design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings. The County also reserves the right to amend this agreement with the Consultant at a future date to provide for final design services, bidding phase services, and construction phase services including but not limited to design services during construction, construction administration services, and project close-out services; and be it further

RESOLVED, that for services rendered in accordance with the Consultant's proposal, a total compensation of \$133,608.00, shall be provided, pursuant to an approved budget; 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, 2030; 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. 24-924

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	346	46	B015D-04-E	6120-03	BA #60-2024	\$133,608.00

Budget Funding Year(s): 2025 Start Date: 11/1/2025 End Date: 12/31/2030
(must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
State Aid: _____ Social Security No.: _____
Vendor No.: _____
\$133,608.00 Federal Aid: _____ Encumbrance No.: _____
(must match resolution)
Other: _____