

ID #113966

TO: Board of Acquisition and Contract

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

DATE: June 22, 2026

SUBJECT: Authority for the County of Westchester to Enter into Agreement No. 26-923 with AI Engineers, Inc., an MBE firm, for Engineering Services in connection with Planning, Design, Construction Support and Inspection Services for Civil Engineering Projects, Various Locations, Westchester County, New York, for an amount not to exceed \$4,000,000.00 payable to an approved budget.

Authority of your Honorable Board is requested for the County of Westchester (the "County") acting by and through its Department of Public Works and Transportation (the "Department") to enter into an Agreement No. 26-923 ("the Agreement") with AI Engineers, Inc. (the "Consultant"), an MBE firm, 100 Summit Lake Drive, Suite 160, Valhalla, New York 10595, for Civil Engineering Services in connection with Planning, Design, Construction Support and Inspection Services for Civil Engineering Projects, Various Locations, Westchester County, New York. The Consultant shall provide professional engineering services to assist Department personnel in managing the capital program and to advance the implementation of various capital projects. The Consultant shall also provide professional engineering services on an as-needed basis including studies, assistance with the preparation of grant applications, process evaluation and recommendations, design/construction documents, bidding services, construction administration, cost estimating, general technical assistance, and other consulting services as directed by the Commissioner of the Department.

The objective of this project will be to perform professional services for various civil engineering projects. This work is necessary to augment the Department's Engineering Division staff during the study, design, and construction phases of a capital project. Projects vary in complexity and include various roads, bridges, site work, and structural design assignments with total budgets ranging 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.

Since the estimated fee for professional services was greater than \$250,000, in accordance with the Rules of the Professional Prequalification and Selection Boards, on July 15, 2024, a meeting of the Professional Prequalification Board was held 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 October 7, 2024, whereby AI Engineers, Inc.; CDM Smith NY Inc.; Colliers Engineering & Design, Architecture, Landscape Architecture, Surveying, CT P.C.; CPL Architects, Engineers and Landscape Architect, D.P.C. and Savin Engineers, P.C. were selected to possibly perform said services. On February 18, 2026, a request for proposal (RFP) was sent to the qualified firms and subsequently four (4) proposals were received on March 19, 2026.

To advance the implementation of various capital projects, civil engineering services will be provided concurrently by two different consultants, helping to maintain project schedules and achieve completion within the approved budget. After reviewing the proposals, and based on the evaluation criteria set forth in the request for proposal, including technical merit and net cost, the Professional Selection Board at its meeting held May 4, 2026, selected AI Engineers, Inc., an MBE firm, 100 Summit Lake Drive, Valhalla, New York 10595; and CDM Smith NY, Inc., 324 South Service Road, Suite 204, Melville, New York 11747, as the two highest ranked firms to perform Planning, Design, Construction Support and Inspection Services for Civil Engineering Projects, Various Locations, Westchester County, New York for a total fee not to exceed \$4,000,000.00 for each agreement, payable pursuant to an approved budget, which represents the best possible contract for the County. Therefore, under the proposed Agreement the Consultant shall be paid a total amount not to exceed \$4,000,000.00, payable at various hourly rates for services rendered. The term of the Agreement shall be for three (3) years, commencing on July 1, 2026 and continuing through June 30, 2029. The Agreement may be extended for an additional two (2) years at the sole option of the County. Should the County elect to extend the Agreement for an additional two (2) year term, the same terms and conditions as agreed to for the initial term, including price proposal, shall apply to the option term.

Payment for this contract will be made from the various County capital project accounts for which the services are rendered as needed and as determined by the Department.

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 Planning, and they are in concurrence.

I recommend adoption of the attached proposed Resolution.

HJG/AS/cg

RESOLUTION

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

RESOLVED, that approval is hereby granted for the County of Westchester (the “County”) acting by and through its Department of Public Works and Transportation (the “Department”) to enter into Agreement No. 26-923 with the firm of AI Engineers, Inc. (the “Consultant”), an MBE firm, 100 Summit Lake Drive, Suite 160, Valhalla, New York 10595, in connection with Planning, Design, Construction Support and Inspection Services for Civil Engineering Projects, Various Locations, Westchester County, New York. The Consultant shall provide civil engineering services to assist Department personnel in managing the capital program and to advance the implementation of various capital projects. The Consultant shall also provide civil engineering services on an as-needed basis including studies, assistance with the preparation of grant applications, process evaluation and recommendations, design/construction documents, bidding services, construction administration, cost estimating, general technical assistance, and other consulting services as directed by the Commissioner of the Department; and be it further

RESOLVED, that for services rendered in accordance with the Consultant’s proposal, a total compensation not to exceed \$4,000,000.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that payment for this Agreement will be made from the various County capital project accounts for which the services are rendered as needed and as determined by the Department; 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 June 30, 2029; and be it further

RESOLVED, that the Agreement may be extended for an additional two (2) years at the sole option of the County. Should the County elect to extend the Agreement for an additional two (2) year term, the same terms and conditions as agreed to for the initial term, including price proposal, shall apply to the option term; and be it further

RESOLVED, that this Agreement is subject to County appropriations and bonding authorization; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the “State Budget”) proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption (s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Consultant, then the Consultant shall have the right to terminate this Agreement upon reasonable prior written notice; 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. 26-923

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	TBD	TBD	TBD	6120-03	TBD	\$ 4,000,000.00

Budget Funding Year(s): 2026-2029 Start Date: 07/01/2026 End Date: 06/30/2029
 (must match resolution)

Funding Source:	Tax Dollars: <u>100% County</u>	Contractor Federal I.D. No./
	State Aid: _____	Social Security No.: _____
<u>\$4,000,000.00</u>	Federal Aid: _____	Vendor No.: _____
(must match resolution)	Other: _____	Encumbrance No.: _____