

ID #113834

TO: Board of Acquisition and Contract

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

DATE: June 01, 2026

SUBJECT: Authority for the County of Westchester to Enter into Agreement No. 26-914 with T.Y. Lin International Engineering and Architecture of New York, P.C. in connection with Countywide Professional Engineering Services for the Complete Streets Municipal Assistance Program, Westchester County, New York, for an amount not to exceed \$2,000,000.00, payable to an approved budget, and to approve the use of two (2) subconsultants.

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 Agreement No. 26-914 (the "Agreement") with T.Y. Lin International Engineering and Architecture of New York, P.C. (the "Consultant") in connection with Countywide Professional Engineering Services for the Complete Streets Municipal Assistance Program, Westchester County, New York. The Consultant shall provide professional engineering services to assist Westchester County municipalities with the design and implementation of Complete Streets projects on municipal roads. The goal of the program is to implement projects that increase travel options and support the safe use of roads by all users with a focus on vulnerable users, including pedestrians, bicyclists, and wheelchair users. These projects may address a wide range of elements, such as sidewalks, bicycle lanes, bus lanes, public transportation stops, crossing opportunities, median islands, accessible pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments. For project management services, the Consultant shall provide professional engineering services on an as-needed basis including the development of detailed construction plans and specifications necessary for bidding purposes, the preparation of SEQR documentation, construction administration services and other consulting services as directed by the Commissioner of the Department.

The objective of this project will be to perform project management services to assist Westchester County Department of Public Works and Transportation and Planning personnel with Complete Streets projects in multiple municipalities across Westchester County. Using the conceptual complete streets designs submitted by the municipalities as a starting point, the Consultant shall develop detailed construction plans and specifications necessary for bidding purposes which shall include drainage, grading, traffic control plans, phasing plans, utility coordination, etc., as needed for a complete design. 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 AKRF, Inc.; Kimley-Horn Engineering and Landscape Architecture of New York, P.C.; Sam Schwartz Engineering, D.P.C.; TriState Planning Engineering & Land Surveying, P.C.; and VHB Engineering, Surveying, Landscape Architecture and Geology, P.C. were selected to possibly perform said services. On November 9, 2025, a request for proposals ("RFP") was sent to the qualified firms and subsequently four (4) proposals were received on December 2, 2025.

Due to the large backlog of capital projects, the project management services will be provided concurrently by two different consultants, thereby ensuring timely project completion within 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 January 27, 2026, selected T.Y. Lin International Engineering and Architecture, P.C., 322 8th Avenue, Fifth Floor, New York, New York 10001; and AKRF, Inc., 34 South Broadway, Suite 300, White Plains, New York 10601, as the two highest ranked firms to perform Countywide Professional Engineering Services for the Complete Streets Municipal Assistance Program, Westchester County, New York, for a total fee not to exceed \$2,000,000.00 for each agreement, payable pursuant to approved budgets, which represents the best possible contracts for the County. Therefore, under the proposed Agreement, the Consultant shall be paid a total amount not to exceed \$2,000,000.00, 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.

Board of Acquisition and Contract

Agreement No. 26-914

Countywide Professional Engineering Services for the Complete Streets Municipal Assistance Program

T.Y. Lin International Engineering and Architecture, P.C.

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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.

In addition, T.Y. Lin International Engineering and Architecture, P.C. has requested the utilization of the following subconsultants: Creighton Manning Engineering & Surveying, PLLC, for Survey and Site Civil Design, Transportation Planning, Roadway/ Transportation/Permit Application Services, 2 Winners Circle, Albany, New York 12205; and M & J Engineering, an MBE firm, for Construction Inspection, Survey and Site Civil Design Services, 2003 Jericho Turnpike, New Hyde Park, New York.

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/BL/cg

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/11/2026 - RAYMOND SCULLY, SECRETARY

RESOLUTION

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

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 an Agreement No. 26-914 (the "Agreement") with the firm of T.Y. Lin International Engineering and Architecture, P.C. (the "Consultant"), 322 Eighth Avenue, 5th Floor, New York, New York 10001, in connection with Countywide Professional Engineering Services for the Complete Streets Municipal Assistance Program, Westchester County, New York. The Consultant shall provide professional engineering services to assist Westchester County municipalities with the design and implementation of Complete Streets projects on municipal roads. The goal of the program is to implement projects that increase travel options and support the safe use of roads by all users with a focus on vulnerable users, including pedestrians, bicyclists, and wheelchair users. These projects may address a wide range of elements, such as sidewalks, bicycle lanes, bus lanes, public transportation stops, crossing opportunities, median islands, accessible pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments. For project management services, the Consultant shall provide professional engineering services on an as-needed basis including the development of detailed construction plans and specifications necessary for bidding purposes, the preparation of SEQR documentation, construction administration services 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 \$2,000,000.00, 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 use of the following subconsultants also be approved: Creighton Manning Engineering & Surveying, PLLC, for Survey and Site Civil Design, Transportation Planning, Roadway/Transportation/Permit Application Services, 2 Winners Circle, Albany, New York 12205; and M & J Engineering, an MBE firm, for Construction Inspection, Survey and Site Civil Design Services, 2003 Jericho Turnpike, New Hyde Park, New York; 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. 26-914

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	318	19	BPL39	6120-03	TBD	\$2,000,000.00

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

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
State Aid: _____ Social Security No.: _____
\$2,000,000.00 Federal Aid: _____ Vendor No.: _____
(must match resolution) Other: _____ Encumbrance No.: _____