

ID #112312

TO: Board of Acquisition and Contract

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

DATE: October 24, 2025

SUBJECT: Authority to Enter into Agreement No. 25-911 in the matter of Engineering Services in connection with Electrical Engineering Consulting Services for Various Projects and Locations

Consultant: Environmental Design & Research, Landscape Architecture,
Engineering & Environmental Services, D.P.C.(WBE)

Agreement Amount: \$250,000.00

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. 25-911 ("Agreement") with Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C. ("Consultant"), an WBE firm, 12 Water Street, Suite 202, White Plains, New York 10601, in connection with electrical engineering consulting services for various projects and locations. The Consultant shall provide the following services associated with these projects: (1) electrical project planning; (2) design oversight; (3) completion of documents for contractor bidding; (4) design services during construction; and (5) periodic inspections. It is anticipated that most of the time will be spent in the County offices.

The objective of this project is to provide electrical engineering consulting services for various projects and locations in Westchester County. The electrical engineering services will assist Engineering Division staff in the Department of Public Works and Transportation for the planning and design of various projects including the following:

- Phases II and III Parking Garage Rehabilitation, Michaelian Office Building ("MOB"), White Plains (BPF40)
- Electrical Power Relocation for Richard J. Daronco Westchester County Courthouse and MOB Data Center, White Plains (BPF40)
- Parking Structure Infrastructure Improvements, Norwood E. Jackson Correctional Center, Grasslands Campus, Valhalla (BCR61)

This agreement will benefit the public as it provides electrical engineering services required for improvements of various County owned facilities in compliance with applicable building codes.

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 nine (9) 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 October 7, 2024, whereby three firms were selected to possibly perform said services.

By Resolution approved May 1, 2025, your Honorable Board authorized the County to negotiate with the Consultant and a proposal was submitted for electrical engineering consulting services for various projects and locations, for a total fee of \$250,000.00, 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.

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. 25-911 ("Agreement") with the firm of Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C. ("Consultant"), an WBE firm, 12 Water Street, Suite 202, White Plains, New York 10601, in connection with electrical engineering consulting services for various projects and locations. The Consultant shall provide the following services associated with these projects: (1) electrical project planning; (2) design oversight; (3) completion of documents for contractor bidding; (4) design services during construction; and (5) periodic inspections. It is anticipated that most of the time will be spent in the County offices; and be it further

RESOLVED, that for services rendered in accordance with the Consultant's proposal, a total compensation of \$250,000.00, 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, 2028; 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. 25-911

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	346	46	BPF40-02-E	6120-03	BA #184-2023	\$25,000.00
	335	35	BCR61-01-E	6120-03	BA #23-2021	\$5,000.00
	346	46	TBD	6120-03	TBD	\$220,000.00

Budget Funding Year(s): 2025 Start Date: 11/1/2025 End Date: 12/31/2028
(must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
State Aid: _____ Social Security No.: _____
Vendor No.: _____
\$250,000.00 Federal Aid: _____ Encumbrance No.: _____
(must match resolution)
Other: _____