

113152

TO: Board of Acquisition and Contract

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

DATE: March 03, 2026

SUBJECT: Authority for the County of Westchester to enter into Agreement No. 26-905, with HNTB New York Engineering, Architecture and Landscape Architecture, P.C., for Engineering Services in connection with the Commercial Passenger Terminal Modernization Needs Assessment and Planning Study, Westchester County Airport, Towns of Harrison and North Castle, and Village of Rye Brook, New York for an amount not to exceed \$2,680,160.94 and approve the use of ten (10) subconsultants.

Authority of your Honorable Board is hereby requested for the County of Westchester (the "County") acting by and through its Department of Public Works and Transportation ("Department") to enter into Agreement No. 26-905 (the "Agreement") with HNTB New York Engineering, Architecture and Landscape Architecture, P.C. (the "Consultant"), Empire State Building, 350 Fifth Avenue, 57th Floor, New York, New York 10118, for Study Services in connection with the Commercial Passenger Terminal Modernization Needs Assessment and Planning Study, Westchester County Airport, Towns of Harrison and North Castle, and Village of Rye Brook, New York. The Consultant shall provide a comprehensive needs assessment and planning study (the "Project"), resulting in three (3) distinct design concepts, with an option, at the County's sole discretion, to advance one selected concept to thirty percent (30%) schematic design. The Consultant shall provide all professional services, disciplines, and expertise necessary to complete the Project in the best interests of the County. Study services shall include data acquisition, calculation/analysis, conceptual design, preparation of a draft report and preparation of a final report. The County of Westchester also reserves the right to amend this Agreement with the Consultant at a future date to provide for additional services.

The objective of this Project is to conduct a needs assessment and planning study to modernize the Terminal to meet the needs of the current passenger throughput and passenger expectations of today's travel experience. The current Terminal is operationally obsolete and lacking in passenger amenities. Modernizing the Terminal will benefit the public by enhancing safety, improving the passenger experience, supporting economic growth, and ensuring the Airport remains a competitive and sustainable public asset for decades to come.

Payment for this contract will be made from the Airport Special Revenue Fund, not the County General Fund and will not impact the County tax levy.

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 August 27, 2025, 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 September 5, 2025 whereby AECOM USA, Inc.; Arup US, Inc.; Burns & McDonnell EGS, P.C.; DACK Consulting Solutions Inc.; Gensler Architecture, Design & Planning, P.C.; HNTB New York Engineering, Architecture and Landscape Architecture, P.C.; Parsons Corporation; Perkins Eastman; T.Y. Lin International, Engineering & Architecture, P.C. and WSP USA, Inc. were selected to possibly perform said services. On October 10, 2025, a request for proposal ("RFP") was sent to the qualified firms and subsequently eight (8) proposals were received on December 12, 2025.

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 February 12, 2026, selected HNTB New York Engineering, Architecture and Landscape Architecture, P.C., as the number one firm to perform study services in connection with the Commercial Passenger Terminal Modernization Needs Assessment and Planning Study, Westchester County Airport, Towns of Harrison and North Castle, and Village of Rye Brook, New York, for a total fee of \$2,680,160.94, 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: Arora Engineering Group, for MEP/Communication Services, 212 West 35th Street, 9th Floor, New York, New York 10001; Azar Design Co., Architecture, Landscape Architecture, Engineering & Surveying, P.C., an MBE firm, for Visualization/Rendering Services, 295 Main Street, Suite 200, Buffalo, New York, 14203; BNP Associates, Inc., for Baggage Handling System Services, 1981 Post Road, Fairfield, Connecticut 06824; DY Consulting Engineer, P.C. d/b/a/ DY Consultants, an MBE firm, for Planning Support Services, 40 Wall Street, Suite 500, New York, New York 10005; Envision Consultants, Ltd., an WBE Firm, for Cost Estimating Services, 3 Wheatley Boulevard, Mullica Hill, New Jersey 08062; Hayduk Engineering, LLC, an SDVOB firm, for Terminal Frontage (Civil/Design) Services, 2150 Smithtown Avenue, Suite 8, Ronkonkoma, New York 11779; Hirani Engineering and Land Surveying, D.P.C., an MBE Firm, for Unionized Surveying Staff Services, 120 West John Street, Hicksville, New York 11801; The Petrova Experience, LLC, an WBE firm, for Passenger Experience Consulting Services, 107 Columbia Heights, Apartment 4F, Brooklyn, New York 11201; Thornton Tomasetti, for Structural Services, 120 Broadway, Floor 15, New York, New York 10271; and Unison Consulting, Inc. for Concessions Planning and Financial Analysis Services, 150 North Michigan Avenue, Suite 2930, Chicago, Illinois 60601.

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/GMK/ALG/AS/JD/cp/cg

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 Agreement No. 26-905 (the “Agreement”) with HNTB New York Engineering, Architecture and Landscape Architecture, P.C. (the “Consultant”), Empire State Building, 350 Fifth Avenue, 57th Floor, New York, New York 10118, for Study Services in connection with the Commercial Passenger Terminal Modernization Needs Assessment and Planning Study, Westchester County Airport, Towns of Harrison and North Castle, and Village of Rye Brook, New York. The Consultant shall provide a comprehensive needs assessment and planning study (the “Project”), resulting in three (3) distinct design concepts, with an option, at the County’s sole discretion, to advance one selected concept to thirty percent (30%) schematic design. The Consultant shall provide all professional services, disciplines, and expertise necessary to complete the Project in the best interests of the County. Study services shall include data acquisition, calculation/analysis, conceptual design, preparation of a draft report and preparation of a final report. The County of Westchester also reserves the right to amend this Agreement with the Consultant at a future date to provide for additional services; and be it further

RESOLVED, that for services rendered in accordance with the Consultant’s proposal, a total compensation of \$2,680,160.94, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultant also be approved: Arora Engineering Group, for MEP/Communication Services, 212 West 35th Street, 9th Floor, New York, New York 10001; Azar Design Co., Architecture, Landscape Architecture, Engineering & Surveying, P.C., an MBE firm, for Visualization/Rendering Services, 295 Main Street, Suite 200, Buffalo, New York, 14203; BNP Associates, Inc., for Baggage Handling System Services, 1981 Post Road, Fairfield, Connecticut 06824; DY Consulting Engineer, P.C. d/b/a/ DY Consultants, an MBE firm, for Planning Support Services, 40 Wall Street, Suite 500, New York, New York 10005; Envision Consultants, Ltd., an WBE Firm, for Cost Estimating Services, 3 Wheatley Boulevard, Mullica Hill, New Jersey 08062; Hayduk Engineering, LLC, an SDVOB firm, for Terminal Frontage (Civil/Design) Services, 2150 Smithtown Avenue, Suite 8, Ronkonkoma, New York 11779; Hirani Engineering and Land Surveying, D.P.C., an MBE Firm, for Unionized Surveying Staff Services, 120 West John Street, Hicksville, New York 11801; The Petrova Experience, LLC, an WBE firm, for Passenger Experience Consulting Services, 107 Columbia Heights, Apartment 4F, Brooklyn, New York 11201; Thornton Tomasetti, for Structural Services, 120 Broadway, Floor 15, New York, New York 10271; and Unison Consulting, Inc. for Concessions Planning and Financial Analysis Services, 150 North Michigan Avenue, Suite 2930, Chicago, Illinois 60601; and be it further

RESOLUTION

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. 26-905

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	161	44	4110	4420-APDS	N/A	\$2,680,160.94

Budget Funding Year(s): 2026 Start Date: 03/16/2026 End Date: 12/31/2028
 (must match resolution)

Funding Source: Tax Dollars: _____ Contractor Federal I.D. No./
 State Aid: _____ Social Security No.: _____
\$2,680,160.94 Federal Aid: _____ Vendor No.: _____
 (must match resolution) Other: 100% Airport Special Revenue Fund Encumbrance No.: _____

APPROVED BOARD OF ACQUISITION & CONTRACTS - 03/12/2026 - RAYMOND SCULKY, SECRETARY