

ID #112669

TO: Board of Acquisition and Contract
FROM: Hugh J. Greechan, Jr., PE
Commissioner of Public Works and Transportation
DATE: December 04, 2025
SUBJECT: Authority to Enter into Agreement #25-935
In the matter of Study Services in connection with a Feasibility Study, Department of Public Safety Facilities, Westchester County, New York

Consultant: Urbahn Architects, PLLC
Agreement Amount: \$148,333.00

Subconsultant Approval: Convergent Technologies Design Group (**WBE**)
Cost Concepts Inc.
Greenman-Pedersen Inc. ("GPI")
Stone Security Engineering (**WBE**)

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. 25-935 ("Agreement") with Urbahn Architects, PLLC ("Consultant"), 306 West 37th Street, 9th Floor, New York, New York 10018, in connection with a Feasibility Study, Department of Public Safety Facilities, Westchester County, New York. The Consultant shall provide preliminary study services associated with this project. Preliminary study services shall include data acquisition, site surveys and stakeholders' meetings, calculation/analysis, conceptual programming and design criteria. The County of Westchester also reserves the right to amend this Agreement with the Consultant at a future date to provide for the final study phase services including but not limited to conceptual planning options, cost estimating, visualizations, and development of preferred option, preparation of a draft report, preparation and issuance of a final report and presentation.

The objective of this project is to provide a project management team to conduct a feasibility study to investigate how possible additions, renovations or new facilities can best address the current and future needs of the County's Department of Public Safety, including the Special Operations Division, while also allowing for the continual functionality of the Department during construction. The study will be conceptual in nature and is not expected to be an engineering study. This Agreement will benefit the public as it will ensure that the facility's operations are safe and environmentally compliant, thereby enhancing the health and general welfare of the residents of Westchester County.

On May 28, 2025 the Department of Public Works and Transportation publicly advertised through the Westchester County website and received five (5) proposals on July 8, 2025, from firms that customarily provide the required study services. Proposals were received by Dattner Architects, D.P.C; H2M Architects + Engineers; Lothrop Associates D.P.C.; Project Finance Advisory Ltd. and Urbahn Architects, PLLC.

After reviewing the proposals, and based on technical merit and net cost, Urbahn Architects, PLLC, 306 West 37th Street, 9th Floor, New York, New York 10018, was selected as the most advantageous firm to perform the required study services pursuant to Section 5(c) of the Westchester County Procurement Policy. The County shall pay Urbahn Architects, PLLC an amount not-to-exceed \$148,333.00, pursuant to an approved fee proposal, for the services to be rendered under the Agreement, 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: Convergent Technologies Design Group ("CTDG"), an WBE firm, for planning level criteria for Acoustic Performance, AV and IT Infrastructure Services, 448 West 37th Street, New York, New York 10018; Cost Concepts, Inc. ("CCI") for concept level Cost Estimating Services, 104 Bedell Place, Melville, New York, 11747; Greenman-Pedersen, Inc. ("GPI") for facilities and site infrastructure systems assessments as well as high-level Engineering Consulting Services, 325 West Main Street, Babylon, NY 11702; and Stone Security Engineering, an WBE firm, for high level facility Security Threat Analysis Services, 428 East 10th Street, New York, New York 10009.

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.

I recommend adoption of the attached proposed Resolution.

HJG/GSK/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. 25-935 ("Agreement") with the firm of Urbahn Architects, PLLC ("Consultant"), 306 West 37th Street, 9th Floor, New York, New York 10018, for preliminary study services associated with a Feasibility Study, Department of Public Safety Facilities, Westchester County, New York. The Consultant shall provide preliminary study services associated with this project. Preliminary study services shall include data acquisition, site surveys and stakeholders' meetings, calculation/analysis, conceptual programming and design criteria. The County of Westchester also reserves the right to amend this Agreement with the Consultant at a future date to provide for the final study phase services including but not limited to conceptual planning options, cost estimating, visualizations, and development of preferred option, preparation of a draft report, preparation and issuance of a final report and presentation; and be it further

RESOLVED, that for services rendered in accordance with the Consultant's proposal, a total compensation of \$148,333.00, shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultants also be approved Convergent Technologies Design Group ("CTDG"), an WBE firm, for planning level criteria for Acoustic Performance, AV and IT Infrastructure Services, 448 West 37th Street, New York, New York 10018; Cost Concepts, Inc. ("CCI") for concept level Cost Estimating Services, 104 Bedell Place, Melville, New York, 11747; Greenman-Pedersen, Inc. ("GPI") for facilities and site infrastructure systems assessments as well as high-level Engineering Consulting Services, 325 West Main Street, Babylon, NY 11702; and Stone Security Engineering, an WBE firm, for high level facility Security Threat Analysis Services, 428 East 10th Street, New York, New York 10009; 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, 2027; 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. 25-935

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
346	46	B0120-08-F	6120-03	N/A	\$148,333.00

Budget Funding Year(s): 2025 Start Date: 12/15/2025 End Date: 12/31/2027
(must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
State Aid: _____ Social Security No.: _____
\$148,333.00 Federal Aid: _____ Vendor No.: _____
(must match resolution) Other: _____ Encumbrance No.: _____