

ID #112865

TO: Board of Acquisition and Contract

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

DATE: January 14, 2026

SUBJECT: Authority to Enter into Agreement No. 26-900
In the matter of Engineering Services in connection with Infrastructure Improvements and Site Work, Tibbetts Brook Park, Yonkers, New York

Consultant: AI Engineers, Inc. (MBE)

Agreement Amount: \$376,290.75

Subconsultant Approval: Paul J. Petretti, PE, LS (SDVOB)

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. 26-900 (the "Agreement") with AI Engineers, Inc. (the "Consultant"), an MBE firm, 100 Summit Lake Drive, Suite 160, Valhalla, New York 10595, in connection with Engineering Services for Infrastructure Improvements and Site Work, Tibbetts Brook Park, Yonkers, New York. The consultant shall provide design services associated with this project. Design Services shall include the preparation of construction contract documents (drawings and specifications), construction cost estimates, any required addenda, and a bid analysis including an evaluation of the bids to determine compliance with bidding requirements and whether the bidders are responsible so that the County may recommend award of the construction contracts. In addition, the Consultant shall provide design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings. The County also reserves the right to amend this agreement with the Consultant at a future date to provide for construction phase services including but not limited to construction administration services and project close-out services.

The objective of this project is infrastructure improvements and site work at Tibbetts Brook Park which will consist of replacement or improvements to the steps and paving around the bathhouse, rehabilitation of the tennis courts, rehabilitation of pedestrian bridges, repairs to the bridge abutments and related site work and landscaping, and remaining pathways and other pedestrian circulation improvements and related site work. The goal of this project reflects the County's continued commitment to maintaining and enhancing the functionality, safety, and aesthetics of one of its most actively used public parks. This Agreement will benefit the public as it will accommodate continued access to the park year-round for residents of Westchester County and park visitors.

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 10, 2024 whereby AI Engineers, Inc.; Azar Design Co. (Formerly Foit-Albert Association); Insite Engineering, Surveying & Landscape Architecture, P.C.; Stantec Consulting Services Inc.; and VHB Engineering, Surveying, Landscape Architecture and Geology, P.C. were selected to possibly perform said services. On May 29, 2025, a request for proposal ("RFP") was sent to the qualified firms and subsequently three (3) proposals were received on July 2, 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 December 1, 2025, selected AI Engineers, Inc., as the number one firm to perform engineering services for Infrastructure Improvements and Site Work, Tibbetts Brook Park, Yonkers, New York, for a total fee of \$376,290.75, 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 subconsultant: Paul J. Petretti, PE, LS, an SDVOB firm, for Civil Engineering Services and Land Surveying Services, 30 Gould Avenue, Dobbs Ferry, New York 10522.

The proposed has been reviewed and is judged to be responsive to the task at hand.

The Agreement shall commence upon the Consultant's receipt of written notice from the Commissioner of the Department or his designee and the completion date shall be December 31, 2031.

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.

Proposed form of Resolution to accomplish the foregoing is attached hereto.

HJG/GSK/AS/RL/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. 26-900 (the “Agreement”) 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 engineering services for Infrastructure Improvements and Site Work, Tibbetts Brook Park, Yonkers, New York. The consultant shall provide design services associated with this project. Design Services shall include the preparation of construction contract documents (drawings and specifications), construction cost estimates, any required addenda, and a bid analysis including an evaluation of the bids to determine compliance with bidding requirements and whether the bidders are responsible so that the County may recommend award of the construction contracts. In addition, the Consultant shall provide design services during construction consisting of shop drawing and submittal review, attendance at project meetings, periodic site visits and preparation of as-built drawings. The County also reserves the right to amend this agreement with the Consultant at a future date to provide for construction phase services including but not limited to construction administration services and project close-out services; and be it further

RESOLVED, that for services rendered in accordance with the Consultant’s proposal, a total compensation of \$376,290.75 shall be provided, pursuant to an approved budget; and be it further

RESOLVED, that the use of the following subconsultant also be approved: Paul J. Petretti, PE, LS, an SDVOB firm, for Civil Engineering Services and Land Surveying Services, 30 Gould Avenue, Dobbs Ferry, New York 10522; and be it further

RESOLVED, that the Agreement shall commence upon the Consultant's receipt of written notice from the Commissioner of Public Works and Transportation or his designee and that the completion date shall be December 31, 2031; 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. 26-900

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	372	42	RTB05-02-E	6120-03	BA #217-2024	\$ 225,774.00
	372	42	RTB09-01-E	6120-03	BA #218-2024	\$ 150,516.75

Budget Funding Year(s): 2026 Start Date: 02/01/26 End Date: 12/31/31
(must match resolution)

Funding Source: Tax Dollars: 100% County Contractor Federal I.D. No./
State Aid: _____ Social Security No.: _____
\$376,290.75 Federal Aid: _____ Vendor No.: _____
(must match resolution) Other: _____ Encumbrance No.: _____