

**Meeting Date:** 4/17/2024 - 5:30 PM  
**Category:** SCHOOL FACILITIES MANAGEMENT  
**Type:** Action  
**Subject:** 18.17 Award of a Capital Funded Contract for "On-Call Architectural Services"

**District Goals:**

**Enclosure:**

**File Attachment:**

-  BOCS E&R.xlsx
-  BOCS F&D.xlsx
-  BOCS KG&D.xlsx
-  BOCS BGA.xlsx
-  BOCS H2M.xlsx
-  BOCS MEMASI.xlsx
-  BOCS LIRO.xlsx
-  BOCS LAN.xlsx

**Rationale:**

Vendor: Eight (8) firms listed below  
Term: 730 calendar days  
Amount: Not to exceed \$1 million each over a period of five years.  
Scope: To award contracts to eight (8) separate firms, successful responders to RFP-483 for "On-Call Architectural Services" for the School Facilities Management Department issued by the COY Purchasing Department and opened on December 1, 2023.

RFP-483 was a competitive request for qualifications and hourly rates that had fourteen (14) responders. All responses were scored by the staff of School Facilities on a Qualifications Based Selection (QBS) basis and after interviews and all due diligence was completed the following 8 (eight) firms have been selected for engagement in a contract term of 24-months, with three (3) options to renew for additional 12-month periods by mutual concurrence. Each optional renewal period has an allowable percentage increase to the schedule of hourly rates submitted by each contractor with an average increase of a 3.5% in Contract Year 3; 2.31% in Contract Year 4; and 2.69% in Contract Year 5 to account for inflation.

1. Eisenbach & Ruhnke Engineering, P.C.
2. Fuller & D'Angelo, P.C. Architects & Planners
3. KG+D Architects, P.C.
4. Barile Gallagher & Associates
5. H2M Architects + Engineers
6. MEMASI Architecture & Engineering
7. LiRo Engineers, Inc.
8. LAN Associates

Due to the file size and sensitive nature, the back-up such as the RFP, selection rating forms and responses are available via flash drive in the Trustee's Office and the School Facilities Department.

These eight (8) firms will be asked to further compete for

assignment on specific projects, typically capital improvement projects. The scope of work and the fees for each project will be presented to the Board for approval prior to the start of work. Every project will have its own budget and schedule but will be covered by this single contract.

The \$1 million-dollar price mentioned above is a not-to-exceed limit for expenditure under this agreement and will not be encumbered. These funds, up to this limit will be encumbered and assigned to specific projects as the needs arise.

This arrangement benefits the District in that contracts for the numerous projects anticipated will not be required.

**Funding:**

None at this time.  
Capital Bond Funds to be assigned as tasks are assigned.

**Resolution**

WHEREAS the District has a need for on-going professional architectural and engineering services for the maintenance and improvement of its physical plant, and

WHEREAS such services have been duly solicited in compliance with NYS Municipal Law 104B and the COY procurement policy through the issuance of the publicly advertised request for proposal RFP-483 "On-Call Architectural Services" for the School Facilities Management Department, and

WHEREAS fourteen (14) firms submitted proposals which were duly scrutinized and evaluated and the eight (8) firms most suited to the requirements of RFP-483 have been shortlisted and hereby being recommended for engagement (in no particular order):

1. Eisenbach & Ruhnke Engineering, P.C.
2. Fuller & D'Angelo, P.C. Architects & Planners
3. KG+D Architects, P.C.
4. Barile Gallagher & Associates
5. H2M Architects + Engineers
6. MEMASI Architecture & Engineering
7. LiRo Engineers, Inc.
8. LAN Associates

WHEREAS this engagement shall be for 24-months, with option to renew for three (3) 12-month periods with allowable percentage increases to the schedule of hourly rates for the optional renewal periods, and

WHEREAS work under this contract shall be done on an as needed District directed basis and paid at rates negotiated on a project by project basis, and

WHEREAS the assignments, scopes of work and fees to be paid will be subject to the approval of the Board of Trustees, and

WHEREAS the total of the fees paid shall not exceed a total of \$1 million-dollars over the course of 24-months,

NOW THEREFORE BE IT RESOLVED: That the Board of Education hereby authorizes the Superintendent of Schools to enter into the above contract per RFP-483 "On-Call Architectural Services" for the School Facilities Management Department with the firms so listed.

**Approvals:**

**Recommended By:**

**Signed By:** *Signature*  
Michael Pelliccio - Director of Facilities III

**Signed By:** *Signature*  
Tom Collich - Purchasing Director

**Signed By:** *Signature*  
Finance Department - Finance Reviewer

**Signed By:** *Signature*  
Elizabeth Janocha - Deputy Commissioner

**Signed By:** *Signature*  
John Liszewski - Commissioner

**Signed By:** *Signature*  
Matthew Gallagher - Corporation Counsel

**Signed By:** *Signature*  
Dr. Luis Rodriguez - Interim Superintendent of Schools

**Vote Results:**

**Original Motion**

Member **Dr. John Castanaro** Moved, Member **Kevin Cacace** seconded to approve the **Original** motion 'WHEREAS the District has a need for on-going professional architectural and engineering services for the maintenance and improvement of its physical plant, and

WHEREAS such services have been duly solicited in compliance with NYS Municipal Law 104B and the COY procurement policy through the issuance of the publicly advertised request for proposal RFP-483 "On-Call Architectural Services" for the School Facilities Management Department, and

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WHEREAS work under this contract shall be done on an as needed District directed basis and paid at rates negotiated on a project by project basis, and

WHEREAS the assignments, scopes of work and fees to be paid will be subject to the approval of the Board of Trustees, and

WHEREAS the total of the fees paid shall not exceed a total of \$1 million-dollars over the course of 24-months,

NOW THEREFORE BE IT RESOLVED: That the Board of Education hereby authorizes the Superintendent of Schools to enter into the above contract per RFP-483 "On-Call Architectural Services" for the School Facilities Management Department with the firms so listed.'. Upon a Roll-Call Vote being taken, the vote was: Aye: **8** Nay: **0**. The motion **Carried 8 - 0**

Kevin Cacace	Yes
Rev. Steve Lopez	Yes
Dr. Rosalba Corrado Del Vecchio	Yes

Dr. John Castanaro	Yes
Gail Burns	Yes
Rosemarie Linton	Yes
Sheila Greenwald	Yes
Lawrence Sykes	Yes

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