



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY. 10550
(914) 914-665-2343
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

January 15th, 2025

Honorable City Council
The City of Mount Vernon
Mount Vernon, New York
(Throught he Office of the Mayor)

Re: Authorization to Award Contract: Woodard & Curran

Dear Honorable City Council Members:

The Department of Public Works respectfully requests authorization to enter into a professional services agreement with **Woodard & Curran** to support ongoing and emerging engineering, infrastructure, and capital program needs across the City.

As part of a qualifications-based procurement process, the City solicited and reviewed submissions, conducted interviews, and evaluated firms based on technical capability, municipal experience, project approach, and capacity to support long-term DPW objectives. Through this process, Woodard & Curran emerged as the most qualified and responsive firm, demonstrating strong engineering expertise, proven delivery on complex municipal work, and familiarity with the unique operational and regulatory landscape of Mount Vernon.

Under this agreement, Woodard & Curran will provide engineering analysis, design development, permitting, preparation of bid and construction documents, and other technical and advisory services necessary to advance critical infrastructure priorities. A key focus of this engagement will be supporting the City's Sanitary Sewer and Stormwater Management initiatives, as well as broader Clean Water infrastructure efforts. Woodard & Curran will work closely with DPW and in collaboration with the Mount Vernon Board of Water Supply to ensure projects are strategically planned, compliant with State and Federal mandates, and implemented in a coordinated and efficient manner.

The proposed agreement will be for a three (3) year term, with the option for one (1) additional one-year extension, providing continuity and stability to effectively plan and implement projects. The total contract authorization shall be an amount not to exceed Five Million Dollars (\$5,000,000) over the contract term. Funding will be drawn from approved departmental budget allocations and/or eligible grant funding sources, as appropriate to each task assignment. Funding: New York State Environmental Facilities Corporation (\$150 Million Allocated). Project codes will be identified by the Finance Department.

Requested Action

The Department of Public Works respectfully requests that the Mount Vernon City Council:

- Authorize the City to enter into a professional services agreement with Woodard & Curran for a three (3) year term, with one (1) optional one-year extension; and
- Authorize a total contract value **not to exceed \$5,000,000** over the duration of the agreement; and
- Authorize the Commissioner of Public Works to execute all necessary documents to formalize and administer this agreement, in coordination with the Legal and Purchasing Departments.

Approval of this request will allow DPW to continue advancing essential infrastructure work, improve operational reliability, and ensure timely delivery of projects that directly benefit residents and support the City's long-term resilience and modernization efforts.

Thank you for your consideration. Please contact my office should you require any additional information.

Respectfully,



Damani L. Bush

Commissioner of Public Works

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