



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

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY. 10550
(914) 914-665-2339
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH
Commissioner

ROBERT L. HACKETT
Deputy Commissioner

JOHN NUCULOVIC
Deputy Commissioner

January 6, 2025

Honorable City Council Members
Of the City of Mount Vernon
City Hall, Mount Vernon, New York
(Through the Office of the Mayor)

Re: Establishing a List of Qualified Environmental/Sustainability Consultants

Dear Honorable City Council Members:

I am writing to seek the City Council's approval for the establishment of a list of qualified Environmental/Sustainability consultants. This initiative is based on the Request for Qualifications (RFQ) that was advertised on August 1, 2024.

The RFQ was designed to identify and pre-qualify Environmental/Sustainability Consultants who possess the requisite expertise, experience, and capacity to undertake various sustainability projects within our city. This pre-qualification process is critical in ensuring that our projects are executed efficiently, with a commitment to quality and inclusivity.

We have received and carefully reviewed the three submissions from the Environmental/Sustainability Consultants. These submissions were evaluated based on stringent criteria that includes understanding local needs, technical competence, experience & expertise, project approach & methodology, and green credentials. The evaluation process has enabled us to identify a select group of consultants below who meet the established standards:

- Green Westchester – 26 Glencar Avenue, New Rochelle, NY 10801
- Kim Lundgren Associates, Inc. – 10 Post Office Square, 8th Floor, Boston MA 02109

The creation of this list aligns with our city's commitment to promoting diversity, equity, and inclusion within the environmental/sustainability consultant pool. It will facilitate the engagement of qualified consultants for sustainability and public works projects, thereby fostering a more inclusive economic environment. Additionally, having a pre-qualified list will expedite the consultant selection process for future projects, ensuring timely project initiation and completion.

I respectfully request the City Council's approval to formalize this list of qualified Environmental/Sustainability Consultants. Your approval will allow us to proceed with the next steps in engaging these contractors for our city's projects, furthering our mission to become a greener, more sustainable, and equitable city for all.

"The Jewel of Westchester"

Thank you for your attention to this matter. I am available to discuss this request further and provide any additional information that the Council may require.

Respectfully,



Shayne M. Brooks
Director of Sustainability
SMB/sb



Damani L. Bush
Commissioner of Public Works
DLB/db

Cc: Mayor's Office
Law Department
Comptroller's Office
City Clerk's Office