



Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

May 6, 2022

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No. <u>220165</u>
Not to be removed from the Office of the Legislature Of Monroe County
Committee Assignment
ENV. & PUB. WORKS-L
WAYS & MEANS

To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Authorize a Contract with Hunt Engineers, Architects, Land Surveyors & Landscape Architect D.P.C. for Professional Design Services for the Monroe Community College Expand Virtual Learning Center Project

Honorable Legislators:

I recommend that Your Honorable Body authorize a contract with Hunt Engineers, Architects, Land Surveyors & Landscape Architect D.P.C. for professional design services in the amount of \$24,480 for the Monroe Community College Expand Virtual Learning Center project.

The Monroe Community College Expand Virtual Learning Center project includes professional design services for the planning, design, and construction of improvements to the Virtual Learning Center in Building 3 at the Brighton campus, and an assessment of utilizing additional spaces throughout the College's campuses. This project was identified in the Monroe Community College 2021 Facilities Master Plan to address the need to improve Monroe Community College's facilities to provide remote instruction.

Monroe Community College is in the process of extending their in-classroom active learning environments to online platforms in an effort to accommodate changing student needs. Expanding the virtual campus center will help grow online learning by improving the faculty's ability to generate online content and continue to interact with students whether they are learning from home or at another campus. This project will also enhance the faculty's ability to incorporate online learning into their curriculums and expand faculty-to-faculty collaboration, thus improving the relationship between in-person and online learning at Monroe Community College.

A Request for Proposals was issued, with Hunt Engineers, Architects, Land Surveyors & Landscape Architect D.P.C. selected as the most qualified to perform these services.

The specific legislative actions required is to authorize the County Executive, or his designee, to execute a contract with Hunt Engineers, Architects, Land Surveyors & Landscape Architect D.P.C., 4 Commercial Street, Rochester, New York 14614, in the amount of \$24,480 for professional design services for the Monroe Community College Expand Virtual Learning Center project, and any amendments necessary to complete the project within the total capital fund(s) appropriation.

This action is a Type II Action pursuant to 6 NYCRR § 617.5 (c)(2) ("replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building, energy, or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part") and (10) ("routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings") and is not subject to further review under the State Environmental Quality Review Act.

Funding for this contract, consistent with authorized uses, is included in capital fund 2021 and in any capital fund(s) created for the same intended purpose. No additional net County support is required in the current Monroe County budget.

The records in the Office of the Monroe County Treasury have indicated that neither Hunt Engineers, Architects, Land Surveyors & Landscape Architect D.P.C., nor any of its principal officers, owe any delinquent Monroe County property taxes. The principal officers of the firm are:

Daniel C. Bower, Chief Executive Officer
Christopher J. Bond, President/Treasurer
Greg J. Barr, Vice President
Benjamin J. Gustafson, Principal-in-Charge

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,



Adam J. Bello
Monroe County Executive

AJB:db