



# County of Westchester

## Board of Acquisition and Contract

### Meeting Minutes

---

Thursday, September 16, 2021      11:00 AM      County Executive Conference Room  
Michaelian Office Building

---

#### Roll Call

**Present:** Mr. Kenneth W. Jenkins, Mr. Benjamin Boykin, and Mr. Lawrence C. Soule

#### Attendees:

Commissioner of Finance	Ann Marie Berg
Associate County Attorney	David Vutera
Board of Legislators	Greg Casciato
Secretary BAC	Joan Cocciardi
Assistant Secretary BAC	Valerie Rodriguez

**Mr. Jenkins presided.**

**Mr. Jenkins said, "For the record has the Secretary gone to the reception area to invite any members of the public who wish to attend today's meeting to come to this conference room?"**

**Ms. Cocciardi confirmed she had done so.**

**Mr. Jenkins said, "I understand that the Budget Director wishes to make two motions."**

**Mr. Soule said, "I move to add item 17, Onbase ID 87539, Authorization to enter into an Agreement with Smith Research and Consulting LLC, pursuant to which the Consultant will work with the County and community/faith based organization leaders to co-develop a COVID-19 Health Education Curriculum to implement a community health education program designed to reduce COVID-19 disparities and increase patient health literacy in Westchester County, for a term commencing upon execution and continuing through June 30, 2023, in a total amount not-to-exceed \$40,000.00, payable at the hourly rate of \$165. "**

**Mr. Boykin seconded the motion and it was unanimously approved.**

**Mr. Soule continued, "I move to add item 18, Onbase ID 87572, Authorization to enter into a lease agreement with Sonesta International Hotels Corporation, pursuant to which it will lease to the County up to 40 guest rooms and a conference room at the hotel known as the Sonesta White Plains Downtown, which will be used to temporarily**

---

house families displaced due to Tropical Storm Ida, for a total amount not-to-exceed \$100,320.00 at a nightly rate of \$142.00 for each guest room, plus \$10.00 per night per guest room for parking. ”

Mr. Boykin seconded the motion and it was unanimously approved.

Mr. Soule said, "The Members of the Board of Acquisition and Contract received a memorandum from the Commissioner of Environmental Facilities declaring an emergency situation that cannot await competitive bidding.

On September 1, 2021, the remnants of Hurricane Ida brought record rainfall to Westchester County, leading to extensive flooding. A Major Disaster Declaration was issued by President Biden for the County. Since then, debris from flooded homes and buildings, including municipal solid waste, appliances and Freon-containing items, construction and demolition debris and other material, has put a strain on the solid waste system in place within the County. Accumulated wastes have exceeded the capability of local municipalities to collect, have exceeded the capacity of the County's Refuse Disposal District to process and transport the waste, and exceeded the ability of WinWaste/Wheelabrator to accept the waste at the Charles Point Resource Recovery Facility/Resco.

Failure to immediately accelerate collection and disposal of this waste may result in a public health hazard. Therefore, the County needed and continues to need to immediately engage a number of contractors to assist in collection, processing, transportation, and disposal activities.

This work benefits the public as it enables the County to conduct its basic mission of providing proper solid waste collection and disposal, thereby promoting public health policies and laws. In order to ensure prompt collection and disposal of accumulated solid waste and to protect the health and safety of the public, in accordance with the Federal Declaration, the Department of Environmental Facilities ("DEF") declared an emergency situation. DEF will contract with several contractors to collect and haul such waste, and will submit a resolution to your Honorable Board at a later date requesting approval of contracts to address the issues described above."

Mr. Jenkins said, "I direct the Secretary to the Board of Acquisition & Contract to include the memo from the Commissioner of Environmental Facilities as part of the minutes of today's meeting."

**Acquisition & Contract.**

Minutes of the meeting 9/9/21 and the SEQR Review for agenda items.

R. Sculky

Mr. Jenkins moved to receive and file the foregoing minutes and SEQR review, which were duly seconded and approved.

1. [87120](#) **Human Resources** - Enter into an agreement with Abigail Kirsch at Tappan Hill, Inc., to provide catering and event services for an employee awards breakfast to be hosted by the County on 10/22/21, for an amount not to exceed \$6,162.

M. Mahon

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

2. [87477](#) **Board of Elections** - Amend an agreement with East Side Movers, Inc., for moving and storage services of lever voting machines, for the term 1/1/19 - 12/31/21, in an amount not to exceed \$42,000, in order to increase the amount by \$7,025, for a new total amount not to exceed \$49,025.

R. Lafayette  
D. Colety

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

3. [87415](#) **Information Technology** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Spec-Clean LLC.

M. Beirne

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

4. [87416](#) **Information Technology** - Amend a "short form" agreement with Spec-Clean LLC, to provide cleaning services to the County owned radio towers located throughout Westchester County, for a term commencing on 9/14/20 - 9/13/21, for an amount not-to-exceed \$7,600, in order to extend the term of the agreement for an additional period commencing on 9/14/21 - 11/30/21 and increase the amount by \$1,500, for an amount not to exceed \$9,100.

M. Beirne

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

5. [87274](#) **Planning** - Enter into an agreement with the property owners Angelica Ramirez and Nancy Bell and Lead Professionals through the Lead Safe Westchester Grant Program, in the amount of \$52,275, for a period beginning 9/15/21 - 9/14/22, to provide funding for the lead abatement project at the property located at 150 South Broadway in the City of White Plains.

N. Drummond

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

- 
6. [86989](#) **Emergency Services** - Enter into a grant agreement with the New York State Division of Homeland Security and Emergency Services to accept federal grant funds in an amount not-to-exceed \$683,944, for the period 10/1/21 - 9/30/24, for maintenance of County emergency planning activities, in compliance with the FY2021 New York State Homeland Security grant program.

R. Wishnie

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

7. [87033](#) **Emergency Services** - Enter into a grant agreement with the New York State Division of Homeland Security and Emergency Services to accept federal grant funds in an amount not-to-exceed \$1,324,829, for the period 10/1/21 - 9/30/24, to address equipment, training and planning needs to enhance the County's capability to prevent terrorist attacks and mitigate against man-made and natural hazards, protect the people of the County, the County's critical infrastructure and key resources, and prepare to respond to and recover from both man-made and natural disasters, in compliance with the FY2021 Urban Area Security Initiative grant program.

R. Wishnie

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

8. [87070](#) **Health** - Amend agreements with approved Related Services providers, pursuant to Section 4410, Part 200 of the New York State Education Law, in order to add an additional approved Related Services provider, White Glove Community Care, Inc., to the list, effective 10/1/21.

S. Amler

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

9. [87444](#) **Health** - Rescind the resolution approved on 9/2/21 to amend the agreement with The Execu Search Group, LLC for Registered Nurses and Nurse Practitioners at rates not-to-exceed those specified in The Execu Search's New York State Office of General Service's Contract # PS67885; and enter into an agreement with The Execu Search Group, LLC to perform COVID-19 screening testing services in public and private schools for students, teachers and staff in grades kindergarten through 12 as part of the County's ELC Reopening Schools Program, for an amount not to exceed \$1,000,000 at the rates specified in Schedule "A" of the agreement, commencing retroactively on 9/1/21 - 12/31/21 with the County having the option, in its sole discretion, to renew the term of the agreement for an additional 7 month period from 1/1/22 - 7/31/22.

S. Amler

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

10. [86818](#) **College** - Enter into an Assignment Agreement with Red Hawk Fire & Security (NY), LLC as Assignor and ADT Commercial, LLC, as Assignee, whereby the County will consent to the assignment of its agreement with Red Hawk for Annual Inspection and Testing of Fire Alarm Systems at WCC, for the period from 1/1/20 - 12/31/22, to ADT, effective upon execution of the Assignment Agreement by all parties and approval of same by the Office of the Westchester County Attorney, with no additional cost to the County to enter into this transaction.

B. Miles

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

11. [87134](#) **College** - Enter into an agreement with EAB Global, Inc. for the licensing of the Starfish Essentials software, along with the purchase of ancillary services, for a twenty-one month period, commencing on or about 10/1/21, for a total cost of \$114,774.

B. Miles

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

12. [87278](#) **College** - Contract No. WCC-21-920 for Site Improvements Phase II, Westchester Community College, Valhalla, New York. Award to Low Bidder, R. Pugni & Sons, Inc., Katonah, in the amount of \$740,000. Approval of Naber Electric Corp., Yonkers, as a subcontractor. (7 bids)

B. Miles

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

13. [87040](#) **Parks** - Amend a license agreement with the City of New York, acting by and through the City Department of Environmental Protection, for which NYCDEP was granted permission to construct, at its sole cost and expense, an access road over approximately 0.022 acres of County-owned real property located in the Village of Pleasantville designated as Section, Block and Lot No. 99.14-1-1 on the Tax Maps for the Village of Pleasantville, in order to extend the term thereof by one (1) year and the termination date from 9/23/21 - 9/22/22.

K. O'Connor

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

14. [87446](#) **Parks** - Amend the permit agreement with the State of New York, acting by and through the Commissioner of General Services, to utilize the Westchester County Center to construct and operate a temporary emergency facility for purposes related to responding to the COVID-19 public health disaster emergency, in order to extend the term of the agreement through 11/30/21, with the option to renew through 5/31/22.

K. O'Connor

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

15. [86987](#) **DPW/Transportation** - Amend Agreement No. DOTOP04-20 with ACT Now Limousine Services, Inc., to provide paratransit car services, for a term from 1/1/20 - 12/31/24, in order to provide for a surcharge of \$1.48 per trip for the first 3,000 trips per month for the period, from 1/1/21 - 12/31/21, in a total amount not to exceed \$53,300, for an amended aggregate amount not to exceed \$14,733,310, in order to cover ACT Now's additional expenditures for personal protective equipment, weekly car sanitizing, and cleaning supplies.

H. Greechan

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

16. [87407](#) **DPW/Transportation** - Amend Agreement No. 21-906 with Reed Hilderbrand LLC be amended to provide for additional Planning Consulting Services in connection with Master Plan Development, Hilltop Hanover Farm and Environmental Center, Yorktown, New York, and that for the additional services rendered, the Consultant shall be paid a fee of \$8,000 pursuant to an approved budget, increasing the total maximum fee to \$198,000.

H. Greechan

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

17. [87539](#) **Health** - Enter into an agreement with Smith Research and Consulting LLC, for which the Consultant will work with the County and community/faith based organization leaders to co-develop a COVID-19 Health Education Curriculum to implement a community health education program designed to reduce COVID-19 disparities and increase patient health literacy in Westchester County, for a term commencing upon execution of the agreement and continuing through 6/30/23, in a total amount not-to-exceed \$40,000, payable at the hourly rate of \$165.

S. Amler

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

18. [87572](#) **Social Services** - Enter into a lease agreement with Sonesta International Hotels Corporation, pursuant to which it will lease to the County up to 40 guest rooms and a conference room at the hotel known as the Sonesta White Plains Downtown, which will be used to temporarily house families displaced due to Tropical Storm Ida, for a total amount not-to-exceed \$100,320 at a nightly rate of \$142 for each guest room, plus \$10 per night, per guest room for parking.

L. Townes

**Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**

There being no further business, the Chair declared the meeting adjourned. All approved resolutions are on file electronically with the Board of Acquisition and Contract.


I have reviewed the foregoing minutes and have found them to be correct as written.

Signed: *Joan Cocciardi*, Secretary

Dated:09/16/2021



Memorandum  
Department of Environmental Facilities

**TO:** Honorable Members of the Board of Acquisition and Contract  
**FROM:** Vincent F. Kopicki, P.E.   
Commissioner of Environmental Facilities  
**DATE:** September 13, 2021  
**SUBJECT:** Declaration of Emergency Situation – Collection and Hauling of Storm Debris

On September 1, 2021, the remnants of Hurricane Ida brought record rainfall to Westchester County ("County"), leading to extensive flooding. A Major Disaster Declaration was issued by President Biden for the County. Since then, debris from flooded homes and buildings, including municipal solid waste, appliances and Freon containing items, construction and demolition debris and other material, has put a strain on the solid waste system in place within the County. Accumulated wastes have exceeded the capability of local municipalities to collect, have exceeded the capacity of the County's Refuse Disposal District ("RDD") to process and transport the waste, and exceeded the ability of WinWaste/Wheelabrator to accept the waste at the Charles Point Resource Recovery Facility/Resco.

Failure to immediately accelerate collection and disposal of this waste may result in a public health hazard. Therefore, the County needed and continues to need to immediately engage a number of contractors to assist in collection, processing, transportation, and disposal activities.

This work benefits the public as it enables the County to conduct its basic mission of providing proper solid waste collection and disposal, thereby promoting public health policies and laws. In order to ensure prompt collection and disposal of accumulated solid waste and to protect the health and safety of the public, in accordance with the Federal Declaration, the Department of Environmental Facilities ("DEF") declared an emergency situation. DEF will contract with several contractors to collect and haul such waste, and will submit a resolution to your Honorable Board at a later date requesting approval of contracts to address the issues described above.