

# County of Westchester

## Board of Acquisition and Contract

### Meeting Minutes

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**Thursday, October 7, 2021**

**11:00 AM**

**County Executive Conference Room  
Michaelian Office Building**

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#### **Roll Call**

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

#### **Attendees:**

Commissioner of Finance	Ann Marie Berg
Associate Chief Deputy County Attorney	Tami Altschiller
Board of Legislators	Mary Beth Gose
Secretary BAC	Raymond Sculky
Assistant Secretary BAC	Joan Cocciardi

**Mr. Jenkins presided.**

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

**Mr. Sculky said, "Yes, I have."**

**Mr. Jenkins said, "I understand that the Budget Director wishes to speak."**

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

**On the evening of September 1, 2021, the remnants of Hurricane Ida started to cause heavy rain in Westchester County. On the morning of September 2, 2021, it was discovered that the County Center in White Plains had experienced flooding on the east side of the building overnight, which caused the basement to fill with significant amounts of water in some areas. Staff from the Departments of Public Works and Transportation as well as Parks, Recreation and Conservation met at the County Center and observed the lower level of the building to be filled with two to four feet of water and the transformer to be under water, which is a fire and electrocution hazard. The facility had to be immediately de-energized, cleaned and pumped to clear out water, then tested and re-energized for safety and for a timely return to operations of the County Center as a COVID vaccination site. On September 2, 2021, Con Ed shut off**

power to the building and the Department of Emergency Services pumped out water in the basement. An electrical contractor was called by DPWT to remove and replace the electrical transformer that was damaged under water, they also cleaned and inspected the electrical gear so the building could be re-energized.

It was determined by DPWT and DES that an electrician was needed on an emergency basis to open the electrical gear for the service contractor to inspect, to make repairs to the electrical equipment as needed, and to perform the work of turning the power back on once it was safe to do so. The electrician was also needed to install temporary lighting and establish power from generators so the repair work could be performed in a safe manner. The electrician was further needed to replace power outlets that had filled with water during the storm.

In order to protect staff and the County Center, and facilitate return to the operations of the building as a vaccination site as quickly as possible, DPWT declared an emergency situation. As an emergency, this situation could not await competitive bidding. DPWT selected the firm of Healy Electric to perform Contract 21-208 Emergency Electrical Service, County Center, White Plains, New York. The emergency work includes re-energizing the building after the storm, repairing electrical gear, establishing emergency lighting and power, and replacing electrical outlets that had filled with water and sludge.

As the full cost of the repair work cannot be ascertained until the contractor has an opportunity to complete and price the work, DPWT will at a later date submit a resolution to your Honorable Board requesting approval of Contract 21-208.”

Mr. Jenkins said, “I direct the Secretary to the Board of Acquisition & Contract to include the memo from the Commissioner of Public Works and Transportation as part of the minutes of today’s meeting.”

#### **Acquisition & Contract.**

Minutes of the meeting 9/30/21 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. [87844](#) **Information Technology / County Executive/Ctywide Admin Svc** - Enter into License Agreement No. IT-1661 with New Cingular Wireless PCS, LLC, for the installation, operation and maintenance of radio equipment at Westchester County Airport, Hangar A, Harrison, New York, for a term of eight (8) years commencing retroactively on 12/1/17 - 11/30/25 and the annual fee as of 12/1/20 shall be \$134,289.16.

M. Beirne  
C. Steers

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

2. [87561](#) **Planning** - Amend the agreement with the Town of Cortlandt for a grant from the Community Development Block Grant Program, to provide funding for the Broadway Sidewalks Project from 8th to 11th Streets in the Town, in order to increase the amount by \$100,000 from an amount of \$250,000 to \$350,000.

N. Drummond

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

3. [87815](#) **Emergency Services** - Enter into a grant agreement with the New York State Division of Homeland Security and Emergency Services to accept Federal funds through the Federal Emergency Management Agency under the FY21 Local Emergency Management Performance Grant Program to assist the County in its efforts to sustain its emergency preparedness program, for the period from 10/1/20 - 9/30/23, for a total amount not to exceed \$351,492, with the County contributing a 50% matching share of \$351,492.

R. Wishnie

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

4. [87449](#) **Social Services** - Enter into an agreement with HOPE Community Services, Inc., as sub-recipient in the amount not to exceed \$103,501 to provide housing to at least 14 homeless LGBTQ youth aged 18-24 in various site units leased by HOPE, and to provide supportive services to these clients, for the period from 11/1/21 - 10/31/22, under the United States Department of Housing and Urban Development's Refuge Program.

L. Townes

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

5. [87489](#) **Social Services** - Enter into an agreement with Celia Megias in an amount not to exceed \$76,500, for consulting services to assist victims of domestic violence in securing safe, temporary shelter and to provide assistance to victims and their household members in linkage to supportive services, for the period from 9/23/21 - 9/22/22.

L. Townes

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

6. [87543](#) **Social Services** - Renew an agreement with Century Protective Services Inc., for the provision of security services at the Department of Social Services Grasslands Shelter at 25 Operations Drive, Valhalla Campus, Valhalla, NY, for a term commencing 10/1/21 - 9/30/22; and for the services provided during the third option term, the County shall pay Century Protective Services Inc., at a new hourly rate of \$27.22, not to exceed the aggregate sum of \$849,264.

L. Townes

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

7. [87817](#) **Social Services** - Enter into an agreement with the Child Care Council of Westchester, Inc., to administer scholarship/financial assistance to families who are no longer eligible for child care assistance due to the expiration of certain New York State COVID-19 (Coronavirus Disease 2019) Child Care Regulatory Waivers, for a term commencing on 8/1/21 - 12/31/21, for a not to exceed amount of \$500,000.

L. Townes

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

8. [87839](#) **Social Services** - Enter into seven (7) agreements with the listed agencies for the purpose of operating youth employment programs for economically disadvantaged youth ages 14-24 under the Workforce Innovation and Opportunity Act of 2014, PL 113-128, and its implementing regulations for the period from 7/1/21 - 6/30/22, for a total aggregate amount not-to-exceed \$973,035, under the listed terms and conditions.

L. Townes

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

9. [87550](#) **Community Mental Health** - Enter into an agreement with Program Design and Development, LLC, to which PD&D will provide the, **a)** 'Stakeholder Communications, Web Design and Coalition Building', and **b)** 'Management of Incentives/Stipends and Point-In-Time (PIT) Count' portions of the planning and management services that are required for the Westchester County Continuum of Care Partnership for the Homeless, for an amount not-to-exceed \$104,288, for the period from 9/1/21 - 5/31/22.

M. Orth

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

10. [87882](#) **Health** - Amend the agreement with Execu Search Group, LLC to perform COVID-19 screening testing services for students and teachers and staff in public and private schools in grades kindergarten through grade 12 as part of the ELC Reopening Schools Program, to **(i)** reimburse the Contractor the cost it incurs to have its employees or staff persons performing work under the agreement fingerprinted as required by the New York State Department of Education ("NYSED") at the rate not to exceed \$102 per employee/staff person or the actual rate in effect by the NYSED for fingerprinting, and **(ii)** increase the amount by \$10,000, for a new total not to exceed amount of \$1,010,000.

S. Amler

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

11. [87696](#) **College** - Enter into an agreement with Huron Consulting Services, LLC, for the provision of professional consulting services to assist WCC in implementing a new financial planning aid system to improve efficiency and provide students with an easier process for receiving federal aid, state aid and scholarships, with the agreement to commence on or about 10/1/21 and shall expire a year later, for an amount not to exceed \$522,000.

B. Miles

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

12. [87843](#) **College / County Executive/Ctywide Admin Svc** - Amend the lease agreement with Urstadt Biddle Properties, Inc., for the leasing by Westchester Community College of space #1A, consisting of approximately 12,558 square feet of space at a building located at 22 Rockledge Avenue, Ossining, New York, to be utilized by the Westchester Community College for health care education purpose and as a training site, in order to, among other things, extend the term of the lease for an additional period of three (3) years and eight (8) months, commencing retroactively on 1/1/21 - 8/31/24.

B. Miles  
C. Steers

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

13. [87568](#) **Corrections** - Renew a concession agreement with Global Tel\*Link Corporation for the provision of inmate telephone and payment services and coin telephone services, from 8/1/18 - 7/31/21, in order to extend the term from 8/1/21 - 7/31/23.

J. Spano

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

14. [87830](#) **District Attorney** - Enter into a Memorandum of Understanding with the United States Secret Service for the County to participate in the Electronic Crimes Task Force, effective upon signature of the MOU and terminable at any time upon mutual consent of the parties or unilaterally upon written notice from the terminating party to the other party at least 30 days prior to the termination date and to receive reimbursement for overtime expenses incurred by the District Attorney's Office assigned to the Task Force under the MOU, not to exceed \$15,000 per year, with no cost to the County.

M. Rocah

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

15. [87681](#) **DPW/Transportation** - Amend Grant Agreement NY-2021-024-01 with the Federal Transit Administration to support operations of ParaTransit service for trips that serve eligible seniors and persons with disabilities who begin or end their trips more than 3/4 of a mile from existing Bee-Line fixed route service, in order to increase the amount of FTA funding in the grant from \$1,853,636.00 to \$1,930,894.00 broken down as follows: Federal Funds 50% \$1,930,894.00/ Local Funds 50% \$1,930,894, for a total \$3,861,788.

H. Greechan

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

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16. [87821](#) **DPW/Transportation** - Contract No. WCA 21007 for Jet Bridge Service and Maintenance, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. Advertise for bids.
- H. Greechan
- Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**
17. [87453](#) **DPW/Transportation** - Contract No. 20-210 with ELQ Industries, Inc., for Milling and Resurfacing, Central Park Avenue (C.R. #47-II), Westchester County, New York. Acceptance of completed work and approve of Final Contract Amount of \$476,722.48.
- H. Greechan
- Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**
18. [87695](#) **DPW/Transportation** -Contract No. 19-531 for Infrastructure Upgrades, Labs and Research, Valhalla Campus, Valhalla, New York. Advertise for bids.
- H. Greechan
- Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**
19. [87733](#) **DPW/Transportation** - Contract No. 18-514 for Hutchinson Valley Trunk Sewer Rehabilitation, Hutchinson Valley Sewer District, Town of Eastchester, New York. Award to Low Bidder, Montesano Brothers, Inc., New Rochelle, in the amount of \$1,018,530. (6 bids)
- H. Greechan
- Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**
20. [87789](#) **DPW/Transportation** - Contract No. 18-528 for Masonry Repairs, Coachman Family Center, 123 East Post Road, White Plains, New York. Advertise for bids.
- H. Greechan
- Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**
21. [87890](#) **DPW/Transportation** -Contract No. 21-203 for Emergency Replacement of the Grasslands Radio Tower Cooling System, Department of Information Technology Radio Group, Valhalla Campus, Valhalla, New York. Award Emergency Contract to Johnson Controls, Inc., Hawthorne, in the amount of \$239,601.
- H. Greechan
- Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.**
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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: *Raymond Sculky*, Secretary

Dated: 10/07/2021

**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** *MJD* Hugh J. Greechan, Jr., P.E. *JTG*  
Commissioner of Public Works and Transportation

**DATE:** October 4, 2021

**SUBJECT:** Declaration of Emergency Situation  
County Center  
Westchester County Center  
198 Central Avenue, White Plains, New York

On the evening of September 1, 2021 the remnants of Hurricane Ida started to cause heavy rain in Westchester County. On the morning of September 2, 2021 it was discovered that the County Center in White Plains had experienced flooding on the east side of the building overnight, which caused the basement to fill with significant amounts of water in some areas. Staff from the Departments of Public Works and Transportation (DPWT) as well as Parks, Recreation and Conservation met at the County Center and observed the lower level of the building to be filled with two to four feet of water and the transformer to be under water, which is a fire and electrocution hazard. The facility had to be immediately de-energized, cleaned and pumped to clear out water, then tested and re-energized for safety and for a timely return to operations of the County Center as a COVID vaccination site. On September 2, 2021, Con Ed shut off power to the building and the Department of Emergency Services (DES) pumped out water in the basement. A DPWT service contractor removed and replaced the electrical transformer that was damaged under water, and cleaned and inspected the electrical gear so the building could be re-energized.

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