

**County of Westchester**  
**Board of Acquisition and Contract**  
**Meeting Minutes**

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Thursday, December 9, 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:**

Deputy Commissioner of Finance	Cesar Vargas
Associate Chief Deputy County Attorney	Tami Altschiller
Board of Legislators	Greg Casciato
Board of Legislators	Lisa Hochman
Secretary BAC	Raymond Sculky
Assistant Secretary BAC	Valerie Rodriguez

**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 make a motion."**

**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."**

**The Westchester County Department of Environmental Facilities is conducting a facility review of the Refuse Disposal District #1 refuse and recycling facilities. During a recent status call, it was brought to the attention of the Refuse & Recycling Division that there appeared to be a concern with the fire suppression system at the three Transfer Stations and the Material Recovery Facility. On December 1, 2021, members of the Division met with experts in the field who reviewed several system concerns.**

**DEF has been advised that the sprinkler systems in the Facilities are in need of immediate repair and/or partial replacement, including, but not limited to dry sprinkler system, the replacement of a low air device, and the repair of several damaged pipes.**

At this time, it is unclear the extent or cause of the damage, but in order to protect the health and safety of staff, and to ensure continued operations, work must be commenced immediately.

Therefore, the County needs to immediately engage a contractor(s) to identify the extent of the damage and make the necessary repairs.

This work benefits the public as it enables the County DEF to conduct its basic mission of providing proper solid waste collection and disposal, thereby promoting public health policies and laws. In order to ensure the Facilities remains available to collect and disposal of accumulated solid waste, protecting the health and safety of the public, and protect the health and safety of the employees in the Facilities, the Department of Environmental Facilities has declared this an emergency situation. DEF will contract with contractors to make the necessary repairs, 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 and Contract to include the memo from the Commissioner of Department of Environmental Facilities as part of the minutes of today's meeting."

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

Minutes of the meeting 12/2/21 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. **88780** County Executive/Office of Tourism - Enter into a Film Permit with Susie Production, Inc., to authorize filming at Westchester Community College, Valhalla, New York, on various dates from 11/10/21 - 12/15/21, with an estimated permit fee of \$59,225, payable to the County, which does not include overtime costs for County personnel.

N. Caputo

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

2. [89347](#) **Information Technology / Emergency Services** - Enter into a license agreement with Verizon Business Network Services Inc., on behalf of Verizon New York Inc., to provide the County with its Emergency Subscriber List, for a term commencing on 6/10/21 and continuing on a month-to-month basis until terminated by either party pursuant to the terms of the agreement, payable on a monthly basis for weekly updates, at a rate of \$6.55 per each 10,000 records and as otherwise specified in the agreement.

M. Beirne  
R. Wishnie

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

3. [88873](#) **Planning** - Amend the agreement with Nelson/Nygaard Consulting Associates, Inc., for the provision of consulting services comprised of the performance of a mobility and bus re-design study, in order to increase the amount by \$92,300, from \$349,986 to \$442,286, and change the expiration date from 1/9/22 to 7/9/22.

N. Drummond

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

4. [89053](#) **Planning** - Enter into an agreement with Friends of Hilltop Hanover Farm and Environmental Center, Inc., in an amount not to exceed of \$42,000, for the period commencing retroactive to 1/1/21 - 12/31/21, to provide contractual services for operating various programs on a portion of Hilltop Hanover Farm and Environmental Center, including, but not limited to: operating and maintaining a vegetable farm for the production of produce for sale and donation; implementation of demonstrations and educational programs on low impact farming and living; and operation of a livestock operation in furtherance of the mission and goals of the Farm.

N. Drummond

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

5. **88923** **Social Services** - Amend an agreement with Westhab, Inc., to operate the Coachman Family Center (the "CFC") as a Tier II Shelter for Families, as defined in 18 NYCRR Part 900, as well as operate emergency overnight shelter capacity within the CFC, for adults with children, on an as-needed basis, as such need is determined by the County, from 1/1/20 - 12/31/21, by, 1) extending its term by one (1) year, to a new termination date of 12/31/22; 2) increasing the amount by \$4,727,405, to a new total not-to-exceed amount of \$13,773,150, to pay for the services during the first Option Term, and payable as specified in the agreement for the first Option Term; and 3) reflecting the fact that the County will have two (2) remaining one (1) year options under the agreement.

L. Townes

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

6. **88926** **Social Services** - Enter into an agreement with Westhab, Inc., to provide services and operate a transitional residence at 100 Vark Street in the City of Yonkers, known as Travers House, as well as provide supportive services, for up to fourteen (14) single male and female individuals at a time, as part of transitioning individuals from homelessness to permanent housing, from 1/1/22 - 12/31/22, for an amount not-to-exceed \$450,000.

L. Townes

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

7. **88927** **Social Services** - Enter into an agreement with Lifting Up Westchester, Inc. (formerly known as Grace Church Community Center, Inc.), 1) to operate an emergency shelter as well as an overnight drop-in shelter for single homeless women outside the Department's regular shelter system at a facility known as the Samaritan House located at 33 Church Street, White Plains; and 2) to operate an emergency shelter as well as an overnight drop-in shelter for single homeless men outside the Department's regular shelter system at a facility known as the Open Arms Shelter located at 86 East Post Road, White Plains, from 1/1/22 - 12/31/22, for an amount not to exceed \$2,435,228.

L. Townes

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

8. [88929](#) **Social Services** - Enter into an agreement with Westhab, Inc., to operate a Housing Resources for Adults Program (HRA) at Windham Residence in Yonkers, to provide transitional shelter and related services for homeless and employable single adults, from 1/1/22 - 12/31/22, for an amount not to exceed \$125,245.

L. Townes

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

9. [88930](#) **Social Services** - Enter into an agreement with the Youth Shelter Program of Westchester, Inc., to provide shelter services as an alternative to jail for young men aged eighteen to twenty-four years who have been arraigned and assigned to the program by a judge, from 1/1/22 - 12/31/22, for an amount not to exceed \$912,263.

L. Townes

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

10. [88932](#) **Social Services** - Enter into an agreement with Youth Shelter Program of Westchester, Inc., for the provision of an aftercare program to afford support and resources to those youths who have completed their periods of detention, from 1/1/22 - 12/31/22, for an amount not to exceed \$125,000.

L. Townes

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

11. [89030](#) **Social Services** - Enter into an agreement with the Westchester Institute for Human Development, to provide comprehensive multidisciplinary assessment services at the Children's Advocacy Center for potential child victims of severe physical abuse, sexual abuse or neglect in a child friendly environment, from 1/1/22 - 12/31/22, for an amount not to exceed \$1,007,053.

L. Townes

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

12. [89032](#) **Social Services** - Enter into an agreement with the Westchester Institute for Human Development, to administer an Educational Care Coordination program for children in family foster care, from 1/1/22 - 12/31/22, for an amount not to exceed \$283,048.

L. Townes

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

13. **89033** **Social Services** - Enter into an agreement with the Westchester Institute for Human Development, to administer the "Project IMPACT" program that will promote permanency, safety and well-being for children with parents, who have cognitive or learning disabilities and are at risk of foster care placement, from 1/1/22 - 12/31/22, for an amount not to exceed \$367,000.

L. Townes

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

14. **89034** **Social Services** - Enter into an agreement with the Westchester Institute for Human Development, to provide therapeutic and counseling services such as individual, sibling and group therapy to children in foster care and parent training services to the birth parents or guardians of these foster children to facilitate and expedite reunification, from 1/1/22 - 12/31/22, for an amount not to exceed \$925,000.

L. Townes

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

15. **89044** **Social Services** - Enter into an agreement with the Mental Health Association of Westchester County, Inc., to provide a PIP program, an intensive home-based psychotherapy and parent skills training for families with children at risk of foster care placement, from 1/1/22 - 12/31/22, for an amount not to exceed \$441,000.

L. Townes

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

16. **89047** **Social Services** - Enter into an agreement with The Children's Village, Inc., to provide a Multi Systemic Therapy Program, a community-based intensive case management program for families with adolescents who are exhibiting truancy, academic problems, curfew non-compliance, non-compliance with directives at home and other anti-social behaviors, from 1/1/22 - 12/31/22, for an amount not to exceed \$1,250,000.

L. Townes

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

17. [89179](#) **Health** - Amend an agreement with the Execu Search Group, LLC, to perform COVID-19 screening testing services for students, teachers and staff in public and private schools in grades kindergarten through grades 12 (K-12) as part of the ELC Reopening Schools Program, for a not to exceed amount of \$1,010,000, to authorize the addition of the position of Patient Services Representative Team Lead to be utilized when no Team Lead is available and subject to the person having satisfactory prior experience and being approved by the County, at the rate of \$60.00 per hour.

S. Amler

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

18. [89208](#) **Health** - Enter into a second contract amendment with Health Research, Inc., for the Enhanced Detection, Surveillance and Prevention of COVID-19 Program, to accept funding for a new NYS Public Health Corps Fellowship program beginning retroactively 9/1/21, in the amount not-to-exceed \$8,658,418, for a total revised amount not-to-exceed \$13,728,134, and extend the term from 3/31/23 - 7/31/23.

S. Amler

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

19. [89232](#) **Health** - Amend an agreement with Quadrant Biosciences, Inc., to perform COVID-19 screening testing services for students, teachers and staff in public and private schools in kindergarten through twelfth grade, for a term commencing upon execution and terminating on 12/31/21, with the County having the option to renew the agreement for an additional seven (7) month period from 1/1/22 - 7/31/22, in order to add additional services to the scope of work of the agreement.

S. Amler

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

20. [88908](#) **District Attorney** - Enter into an agreement with CAL Interpreting & Translations for the provision of professional translation and interpretation services for the Westchester County District Attorney's Office, from 1/1/22 - 12/31/22, in an amount not to exceed \$52,000.

M. Rocah

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

21. [88548](#) **Public Safety** - Enter into a Federal Equitable Sharing Agreement with the United States, in order to authorize the County to receive an "equitable share" of asset seizures and forfeitures that occur in connection with the activities of the United States Drug Enforcement Administration Westchester Tactical Diversion Squad Task Force.

T. Gleason

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

22. [89315](#) **Public Safety** - Amend an agreement with Government Payment Service, Inc., for use of its remote credit/debit card pay system to enable those individuals who wish to pay, via debit or credit card, fines or fees issued by the Westchester County Taxi & Limousine Commission, the Stop-DWI program or payments for law enforcement personnel attending classes at the Police Academy, the ability to do so, from 4/1/14 - 3/31/24, at no cost to the County, by changing the name of the entity from Government Payment Service, Inc. to AllPaid, Inc., effective upon execution of the amendment document.

T. Gleason

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

23. [88693](#) **Parks** - Amended and Restated Agreement with the Lasdon Family Foundation (formerly known as the William & Mildred Lasdon Foundation) to accept \$100,000 per year, in perpetuity, for the care, maintenance, and upkeep of the Lasdon Family Memorial Garden, and to accept \$25,000 annually, in perpetuity, for the care, maintenance, and upkeep of Nanette's Secret Garden at the Lasdon Park and Arboretum in Somers, New York.

K. O'Connor

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

24. [89236](#) **Parks** - Enter into an agreement with Widener-Burrows & Associates, Inc. d/b/a WBA Research, 4200 Parliament Place Suite 200, Lanham, Maryland, to provide professional services in connection with the development, distribution and tabulation of a 2022 Westchester County Residents Recreation Preferences Survey with a full study report, from 12/1/21 - 3/31/23, for a not-to-exceed amount of \$135,000.

K. O'Connor

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

25. **89216** DPW/Transportation - Enter into a non-binding Memorandum of Understanding with the Westchester Joint Water Works, to cooperate toward the proposed exchange of 13.4 acre parcels of property to facilitate WJWW's plan to construct and operate a 30 million gallon-per-day water filtration facility, subject to all necessary legal approvals, for a term of one year commencing upon execution by the parties and subject to extension for one or more subsequent terms of one year or less upon agreement of the parties. (Agreement No. 21-939)

H. Greechan

**Held over by Board of Legislators - 12/9/21**

26. **89142** DPW/Transportation - Contract No. 20-503 with PCI Industries Corp., for Rehabilitation of Taxiway L, between Runway 11/29 and Taxiway C, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. Approval of the six (6) listed subcontractors.

H. Greechan

**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: *Raymond Sculky*, Secretary

Dated: 12/9/21

George Latimer  
County Executive

Vincent Kopicki, P.E.  
Commissioner

DATE: December 7, 2021

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Vincent F. Kopicki, P.E., Commissioner *VFK*

RE: Solid Waste Transfer Stations/ MRF Fire Suppression System

The Westchester County ("County") Department of Environmental Facilities ("DEF") is conducting a facility review of the Refuse Disposal District #1 ("RDD") refuse and recycling facilities. During a recent status call, it was brought to the attention of the Refuse & Recycling Division that there appeared to be a concern with the fire suppression system at the three (3) Transfer Stations and the Material Recovery Facility ("Facilities"). On December 1, 2021, members of the Division met with experts in the field who reviewed several system concerns.

DEF has been advised that the sprinkler systems in the Facilities are in need of immediate repair and/or partial replacement, including, but not limited to dry sprinkler system, the replacement of a low air device, and the repair of several damaged pipes. At this time, it is unclear the extent or cause of the damage, but in order to protect the health and safety of staff, and to ensure continued operations, work must be commenced immediately.

Therefore, the County needs to immediately engage a contractor(s) to identify the extent of the damage and make the necessary repairs.

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