



County of Westchester

Board of Acquisition and Contract

Meeting Minutes

Thursday, September 23, 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 Chief Deputy County Attorney	Tami Altschiller
Board of Legislators	Greg Casciato
Secretary BAC	Raymond Sculky
Assistant Secretary BAC	Joan Cocciardi

Mr. Jenkins presided.

Mr. Jenkins asked, "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?"

Mr. Sculky confirmed he had done so.

Mr. Jenkins said, "I understand that the Budget Director wishes to make a motion."

Mr. Soule said, "I move to add item 28, Onbase ID 87678 Request for authority for the County of Westchester to enter into a Lease Agreement with Ziza Associates, LLC for the period commencing on September 23, 2021 and terminating on December 31, 2021 with the County having an option to renew for an additional one-month period from January 1, 2022 through January 31, 2022 for 3,000 square feet of space at 10 County Center Road, White Plains, New York."

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

Acquisition & Contract.

Minutes of the meeting 9/16/21 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. [87526](#) **County Executive** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an amendment to an agreement with Co-Communications, Inc., to implement additional recommendations from BJH Advisors.

G. Latimer

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

2. [87525](#) **County Executive** - Amend an agreement with Co-Communications, Inc., to implement additional recommendations from BJH Advisors pertaining to business attraction and attracting new residents, for the period from 1/1/21 - 12/31/21, in an amount not-to-exceed \$763,500, in order to expand the scope of work to include messaging and marketing for the local rollout of the New York State rental assistance program for landlords and tenants, and increase the amount by \$175,000, to an amount not to exceed \$938,500.

G. Latimer

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

3. [87540](#) **County Executive** -Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Community Capital New York.

G. Latimer

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

4. [87542](#) **County Executive** - Enter into an agreement with Community Capital New York to administer payments to grantees under the Business FIRST and the Launch1000 programs for local businesses and nonprofits, for a term from 1/1/21 - 12/31/21, for an amount not-to-exceed \$248,400, and the transfer from the County of up to \$12,198,400 in Coronavirus Aid, Relief, and Economic Security Act funding to be distributed to recipients who qualify for the programs.

G. Latimer

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

5. [87536](#) **Board of Elections** - Enter into an agreement and agree to hold harmless and indemnify the Edgemont Union Free School District and Board of Education of the Edgemont Union Free School District and their agents, officers, directors and employees arising or resulting from the work provided for or performed by the County in connection with elections occurring from 9/1/21 - 12/31/22 or from any act, omission or negligence of the County, their subcontractors, agents or employees.

R. Lafayette
D. Colety

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

6. [87273](#) **Planning** - Enter into an agreement with the Village of Port Chester, through the Community Development Block Grant Program, in the not to exceed amount of \$200,000, for a period beginning 9/15/21 - 9/14/22, for the Lyon Park Play Equipment Replacement and Tot Lot Replacement project in the Village of Port Chester.

N. Drummond

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

7. [87275](#) **Planning** - Enter into an agreement with Port Chester Housing Authority, through the Community Development Block Grant Program, in the not to exceed amount of \$130,000, for a period beginning 10/15/21 - 10/14/22 to replace the play equipment with new playground and basketball equipment at the Parkview/70 Purdy Avenue Public Housing Development located at 70 Purdy Avenue in the Village of Port Chester.

N. Drummond

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

8. [87276](#) **Planning** - Enter into an agreement with the Village of Hastings-on-Hudson, through the Community Development Block Grant Program, in the not to exceed amount of \$150,000, for a period beginning 10/1/21 - 9/30/22 for Downtown Streetscape Improvements on the south side of Main Street to Warburton Avenue and the west side of Main Street from Warburton Avenue to Spring Street in the Village.

N. Drummond

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

9. [87647](#) **Planning** - Enter into an agreement with Hispanic Resource Center d/b/a Community Resource Center, through the Emergency Solutions Grant Program, in the amount of \$100,000, for a period beginning 9/15/21 - 3/31/22, to provide housing relocation assistance to residents displaced by Hurricane Ida in Westchester Urban County Consortium municipalities in order to prevent homelessness.

N. Drummond

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

10. [86659](#) **Social Services** - Amend an agreement with Westchester Community Opportunity Program, Inc., to operate a warming center known as the Oasis Annex for up to forty (40) women at First Street in Mount Vernon, for the term from 2/1/21 - 1/31/22, including a day program and one meal per day for up to 100 individuals for the term 2/1/21 - 6/30/21, for a total not to exceed amount of \$671,688, in order to extend the day program without meals through 9/30/21 and increase the amount by \$77,572, to cover the cost of the day services, and to add the Quarantine Housing Assistance Program for the term, 7/1/21 - 9/30/21 and increase the amount by \$102,092, to cover the cost of the QHAP, for a new total amount not to exceed \$851,352.

L. Townes

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

11. [87233](#) **Senior Programs and Services** - Amend an agreement with The LOFT: The Lesbian and Gay Community Services Center, Inc. for the provision of Senior Center Recreation and Education Services for elderly members of the Lesbian Bisexual, and Transgender Community residing in Westchester County under Title III-B of the Older Americans Act, in order to renew for the period commencing on 1/1/21 - 12/31/21, in an amount not to exceed \$6,350 in federal funds for actual services provided and amended retroactively to increase the amount by \$8,255, to a not to exceed amount of \$14,605 in federal funds for actual services provided, for the term 1/1/20 - 12/31/20.

M. Carpenter

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

12. [87238](#) **Senior Programs and Services** - Amend an agreement with The LOFT: The Lesbian and Gay Community Services Center, Inc. for the provision of Information and Assistance Services for elderly members aged 60 and older of the Lesbian Bisexual, and Transgender Community residing in Westchester County under Title III-B of the Older Americans Act, in order to renew for the period commencing on 1/1/21 - 12/31/21, in an amount not to exceed \$16,650 in federal funds for actual services provided and amended retroactively to increase the not to exceed amount by \$14,722, to a not to exceed amount of \$31,372 in federal funds for actual services provided, for the term 1/1/20 - 12/31/20.

M. Carpenter

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

13. [87300](#) **Senior Programs and Services** - Amend an agreement with Westchester Jewish Community Services, Inc., in order to extend the term of the agreement to provide Escort Assistance, as defined by the Older Americans Act, Title III, Part E, Section 373 (a)(4 &5), to elderly persons 60 years or older residing in Westchester County, for the period beginning on 1/1/21 - 12/31/21. Federal funding for the Third Option Term will be in an amount not to exceed \$116,210, payable based on the agreed-upon unit cost for actual services provided and data entered in New York State Office for the Aging's Peer Place System, with the Contractor to match in an amount not to exceed \$6,116.

M. Carpenter

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

14. [87056](#) **Health** - Amend five (5) agreements for transportation services for pre-school children with special needs, for certain schools and school programs, in order to specify that, effective September 1, 2020, in the event that one or more schools or school programs for which transportation services are provided by a contractor is closed and/or conducts only remote learning for a period of at least five (5) consecutive scheduled school days due to COVID-19, the contractor shall be paid, for each scheduled school day for such schools or school programs, for the duration of such period, an amount equal to forty percent (40%) of the amount to which the contractor was entitled for the services the contractor provided for such schools or school programs on the last school day prior to the beginning of such period.

S. Amler

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

15. [87058](#) **Health** -Amend twelve (12) agreements for transportation services for pre-school children with special needs, for certain schools and school programs, and their term periods, in order to modify the terms of payment under each of the current agreements, in order to specify that, effective September 1, 2020, in the event that one or more schools or school programs for which transportation services are provided by a contractor is closed and/or conducts only remote learning for a period of at least five (5) consecutive scheduled school days due to COVID-19, the contractor shall be paid, for each scheduled school day for such schools or school programs, for the duration of such period, an amount equal to forty percent (40%) of the amount to which the contractor was entitled for the services the contractor provided for such schools or school programs on the last school day prior to the beginning of such period.

S. Amler

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

16. [87060](#) **Health** - Amend three (3) agreements, pursuant to each of which the contractor was to provide transportation services for pre-school children with special needs, by modifying the terms of payment under each of the agreements, in order to specify that, effective September 1, 2020, in the event that one or more schools or school programs for which transportation services are provided by a contractor is closed and/or conducts only remote learning for a period of at least five (5) consecutive scheduled school days due to COVID-19, the contractor shall be paid, for each scheduled school day for such schools or school programs, for the duration of such period, an amount equal to forty percent (40%) of the amount to which the contractor was entitled for the services the contractor provided for such schools or school programs on the last school day prior to the beginning of such period.

S. Amler

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

17. [87061](#) **Health** - Amend the agreement with White Plains Bus Co., Inc., to provide transportation services for pre-school children with special needs, for certain schools and school programs, in order to specify that, effective September 1, 2020, in the event that one or more schools or school programs for which transportation services are provided by the contractor is closed and/or conducts only remote learning for a period of at least five (5) consecutive scheduled school days due to COVID-19, the contractor shall be paid, for each scheduled school day for such schools or school programs, for the duration of such period, an amount equal to forty percent (40%) of the amount to which the contractor was entitled for the services the contractor provided for such schools or school programs on the last school day prior to the beginning of such period.

S. Amler

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

18. [87104](#) **Health** - Amend the agreement with Orange County Transit, LLC, for which Orange was to provide transportation services for pre-school children with special needs, for certain schools and school programs, for the period from 9/1/17 - 8/31/22, in order to modify the terms of payment, effective 9/1/20, under the agreement and add new provisions for certain payments to the contractor in the event that a program to be served by the contractor modifies its schedule, due to COVID-19, such that it will operate in-person for only four (4) days of the five (5) days per regular week, or one or more schools or school programs for which transportation services are provided by the contractor is closed and/or conducts only remote learning for a period of at least five (5) consecutive scheduled school days due to COVID-19.

S. Amler

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

19. [87564](#) **College** - Enter into a five-year agreement with the State University of New York, pursuant to which SUNY will provide funding for the operation of the College's Educational Opportunity Program for a five-year term, from 9/1/21 - 8/31/26, for a total amount not to exceed \$920,188.

B. Miles

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

20. [87519](#) **DPW/Transportation** - Contract No. WCA 21004 for Glycol Removal and Transport, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. Award to the Lowest Bidders, Royal Environmental Services Corp., Pelham, as the primary contractor, with the lowest bid of \$2,980, per day, and Fred A. Cook, Jr. Inc., Montrose, as the secondary contractor with the second lowest bid of \$4,500 per day, for an aggregate amount not to exceed \$450,000. (2 bids)

H. Greechan

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

21. [87153](#) **DPW/Transportation** - Contract No. 19-533 with ELQ Industries, Inc., for Resurfacing and Related Improvements, South Broadway and Post Road (C.R. #108), Between Main Street and Mamaroneck Avenue, A Distance of 0.38 Miles, City of White Plains, New York. Approval of Three D Industrial Maintenance Corp., Hawthorne, as a subcontractor.

H. Greechan

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

22. [87208](#) **DPW/Transportation** - Amend Agreement No. 19-925 with OLA Consulting Engineers, P.C., for Backflow Preventer Facility and Water Supply Improvements, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York, to provide for additional engineering design services and construction administration services associated with this project, for a fee of \$4,473,770, increasing the total maximum fee to \$5,828,720. Approval of the three (3) listed subconsultants.

H. Greechan

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

23. [87302](#) **DPW/Transportation** - Amend Contract No. 19-201 with Veganix Pest Management, to provide a Service Contract for Pest Control, Department of Public Works and Transportation Facilities, Westchester County, New York, by extending the termination date from 6/30/22 to 6/30/24; and increase the amount by \$155,312 from an amount of \$232,968 to a new amount not to exceed \$388,280.

H. Greechan

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

24. [87440](#) **DPW/Transportation** -Contract No. 21-207 Service Contract for Plumbing Repairs, Various Locations, Westchester County, New York. Authority to advertise for bids.

H. Greechan

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

25. [87505](#) **DPW/Transportation** - Contract No. 17-539 for New Golf Cart Storage Facility and Clubhouse Upgrades, Mohansic Golf Course, Yorktown Heights, New York. Award to Low Bidder, Icon Const. Gr., Inc., White Plains, in the amount of \$3,180,000. Approval of the three (3) listed subcontractors. (5 bids)

H. Greechan

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

26. [87520](#) **DPW/Transportation** -Contract No. 11-537-Rev., with ECCO III Enterprises, Inc., for Primary, Secondary, Heating and Chemical Handling Upgrades, Mamaroneck Wastewater Treatment Plant, Mamaroneck, New York. Approval of the six (6) listed subcontractors.

H. Greechan

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

27. [87521](#) **DPW/Transportation** - Contract No. 13-514 with ECCO III Enterprises, Inc., Pump Station Rehabilitation Program, East Basin, West Basin and Edgewater Point Pump Stations, Mamaroneck, New York. Approval of the three (3) listed subcontractors.

H. Greechan

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

28. [87678](#) **DPW/Transportation / County Executive/Ctywide Admin Svc** - Enter into Lease Agreement No. 21-932 with Ziza Associates, LLC, for the period 9/23/21 - 12/31/21 at 10 County Center Road, Suite 102, White Plains, New York, in the amount of \$5,500 per month, pro-rated based on the actual lease commencement date, the County will pay additional costs and fees, including but not limited to real estate taxes, electricity, heat and air conditioning, and replacement lighting equipment.

H. Greechan
C. Steers

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:09/23/2021