

111472

TO: The Honorable Board of Acquisition and Contract

FROM: Terrance Raynor
Commissioner-Sheriff of Public Safety Services

DATE: July 17, 2025

SUBJECT: Resolution to Award to the Low Bidder
Contract No. **DPS26-600**
Maintenance Service
Firing Range
2 Dana Road
Valhalla Campus, Valhalla, New York
Contractor: GIGI Environmental LLC
Amount: \$514,200.00

On July 9, 2025, the County of Westchester ("County") received and opened two (2) bids for Contract No. DPS26-600, for a term of three (3) years, for the provision of Maintenance Service at the County's Firing Range, located at 2 Dana Road, Valhalla Campus, Valhalla, New York (the "Firing Range").

Two (2) contractors submitted a bid for this project. The project was advertised on the Empire State Purchasing Group website, in addition to the Journal News (Westchester-Putnam Edition), and was viewed by thirty-two (32) entities on the Empire State Purchasing Group website. In addition, e-mails were sent to those thirty-two (32) entities and to an additional five hundred sixty (560) suppliers and contractors.

The bids were reviewed by the Department Public Safety Services (the "Department") and it was determined that GIGI Environmental LLC ("Gigi Environmental") submitted the lowest responsible bid in the amount of \$514,200.00 for an agreement ("Agreement") with the County for a term of the three (3) years, with the County having the sole option to extend the term of the Agreement for one (1) additional two (2) year term.

Gigi Environmental has been investigated and it has been found that Gigi Environmental:

- ☒ Performed satisfactory work in the past for the County.
☐ Past experience has been investigated and found satisfactory.

Funds for this project are available in the:

- ☐ Capital Budget
☐ Non-Recurring Budget
☒ Operating Budget
☐ Other

The work under this contract consists of providing all necessary labor, material and equipment required for periodic cleaning, including quarterly deep-cleaning, and lead abatement of the County's Firing Range. Work also includes all required containment and disposal of hazardous materials.

The objective of the contract is to maintain the Firing Range in good order and repair for the continuous and uninterrupted use and operation of same.

The contract is in the public's best interest because it will provide weekly and quarterly cleaning, maintenance and hazardous materials removal and disposal services that are critical for the continued operation and use of the Firing Range, thereby enhancing the health and safety of County and other local governments' employees that utilize the Firing Range. In addition, this project will provide an environmental benefit as the removal and disposal of hazardous waste materials will eliminate the possibility of future containment.

The goals and objectives of the proposed Agreement is for the contractor to perform maintenance services at the County Firing Range in a more cost effective manner than having police officers perform weekly and quarterly cleanings. The Agreement will be tracked and monitored by the Commanding Officers of the Department's Firing Range.

Therefore, it is my recommendation that Contract No. DPS26-600 be awarded to GIGI Environmental LLC, in an amount not to exceed Five Hundred Fourteen Thousand, Two Hundred and 00/100 Dollars (\$514,200.00)

TR/SG/MB

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/01/2025 - RAYMOND SCOTT, SECRETARY

RESOLUTION

Upon communication from the Commissioner-Sheriff of Public Safety Services, be it

RESOLVED, that Contract No. DPS DPS26-600 for Maintenance Service at the County of Westchester's Firing Range, 2 Dana Road, Valhalla Campus, Valhalla, New York be and is hereby awarded by the County of Westchester to the lowest responsible bidder, GIGI Environmental LLC ("Gigi Environmental"), 60-08 74th Street, Middle Village, New York 11379, in the amount of \$514,200.00; and be it further

RESOLVED, that as set forth in the bid specifications for Contract No. DPS 26-600, the term the contract shall be for three (3) years commencing on January 1, 2026 and terminating on December 31, 2028 with the County having the sole option to renew the Agreement for one (1) additional two (2) year renewal period upon the same terms and conditions; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to Gigi Environmental, then Gigi Environmental shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Dollars
2026	101	38	3000	4380	\$171,400.00
2027	101	38	3000	4380	\$171,400.00
2028	101	38	3000	4380	\$171,400.00

Budget Funding Year(s) 2026-2028 Start Date: January 1, 2026 End Date: December 31, 2028
(must match resolution)

Funding Source: Tax Dollars 100% County

State Aid _____

\$514,200.00 Federal Aid _____
(must match resolution)

Other _____