



County of Westchester

Board of Acquisition and Contract

Meeting Minutes

Wednesday, November 20, 2024 11:00 AM County Executive Conference Room
Michaelian Office Building

Roll Call

Present: Mr. Kenneth W. Jenkins, Mr. Lawrence C. Soule, and Mr. Vedat Gashi

Attendees:

Commissioner of Finance	Karin Hablow
Associate Chief Deputy County Attorney	Tami Altschiller
Board of Legislators	Greg Casciato
Board of Legislators	Dylan Tragni
Board of Legislators	Santiago Caceres
Secretary BAC	Raymond Sculky
Assistant Secretary BAC	Joan Cocciardi

Mr. Jenkins presided.

Mr. Jenkins said, “The Board of Acquisition and Contract permits in-person access to the meeting and virtually through Webex.

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 in person to come to this conference room?”

Mr. Sculky said, “Yes I have.”

Acquisition & Contract.

Minutes of the meeting 11/14/24 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. [109943](#) **Board of Legislators** - Amend a “short-form” agreement with Westchester Latinos Unidos, Inc., for the provision of food to Mount Vernon residents suffering from food insecurity, for a term commencing on 1/1/24 - 12/31/24, for an amount not to exceed \$30,000, in order to increase the not-to-exceed amount by \$20,000, to compensate for additional services.

V. Gashi

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

2. [109840](#) **County Executive/Office of Tourism** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Harrison Edwards, Inc. d/b/a Harry.

N. Caputo

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

3. [109841](#) **County Executive/Office of Tourism** - Amend an agreement with Harrison Edwards, Inc., pursuant to which Harrison Edwards, Inc. agreed to provide public relations and marketing services to promote Westchester County as an attractive business-friendly destination for TV and film production by, **i)** reflecting Harrison Edwards, Inc.’s name change to Harrison Edwards, Inc. d/b/a Harry (hereinafter “Harry”); **ii)** extending the term of the agreement for an additional one (1) year period commencing on 1/1/25 - 12/31/25; and **iii)** increasing the amount by \$100,000.

N. Caputo

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

4. [109861](#) **County Executive/Office of Tourism** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Eric Mower & Associates, Inc. d/b/a Mower.

N. Caputo

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

5. [109860](#) **County Executive/Office of Tourism** - Amend an agreement with Eric Mower & Associates, Inc. d/b/a Mower, for the provision of public relations, marketing, advertising and creative services to promote tourism in Westchester County, by extending the term of the agreement for an additional one (1) year period commencing 1/1/25 - 12/31/25, for an amount not-to-exceed \$490,000.

N. Caputo

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

6. [109872](#) **Finance** - Amend the existing agreements with PKF O'Connor Davies, LLP and Guidepost Solutions, LLC, for the provision of audit and review services, for an initial term of three (3) years, from 1/1/22 - 12/31/24, for an aggregate not-to-exceed amount of \$1,200,000, in order for the County to exercise the first (1st) of its two (2) options under each agreement to extend the initial term of each agreement for a period of two years, commencing on 1/1/25 - 12/31/26, for an aggregate amount not to exceed \$800,000.

K. Hablow

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

7. [109874](#) **Finance** - Amend the existing agreement with Mitchell & Titus, LLP, for the provision of accounting review and agreed upon procedure services, for an initial term commencing on 4/1/22 - 12/31/24, for an amount not-to-exceed \$150,000 with the County having two (2) options to extend the initial term for two-year terms, in order for the County to exercise the first (1st) of its two (2) options under the agreement to extend the initial term for a period of two years, commencing on 1/1/25 - 12/31/26, for an annual amount not to exceed \$50,000.

K. Hablow

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

8. [109875](#) **County Attorney** - Compromise the County of Westchester's right to be reimbursed for health care and wage benefits paid or owing to or on behalf of a County employee, identified as "J.G.", from a settlement of his legal claim against a third party; and that the County's reimbursement is \$35,815.62, representing a 36.60% reduction of its lien, with full reservation of the County's right to set off J.G.'s net recovery against any future compensation in accordance with the provisions of New York State Workers' Compensation Law.

J. Nonna

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

9. [109896](#) **County Attorney - 1)** Amend a grant agreement previously executed by the County and the New York State Office of Indigent Legal Services for Distribution No. 12 in the amount of \$2,793,498 to improve the quality of indigent legal services provided by the County, in order to extend the termination date from 12/31/24 to 12/31/25; and **2)** amend an agreement between the County and The Legal Aid Society of Westchester County in connection with a grant for Distribution No. 12 from the New York State Office of Indigent Legal Services for the improvement of the quality of indigent legal services, in order to extend the termination date from 12/31/24 to 12/31/25.

J. Nonna

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

10. [109908](#) **Planning** - Amend the Declaration of Restrictive Covenants made by the County, on the affordable rental units that affirmatively further fair housing ("AFFH" and collectively the "AFFH Units") located at 2500 Jacob's Hill Road (as Section 23.16, Block 5 and Lot 2) in the Town of Cortlandt, in order to extend the length of affordability by ten years, for a total of fifty years, and to remove the reverter clause.

B. Lopez

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

11. [109930](#) **Planning** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Nelson J. Ortiz and Madelyn M. Ortiz aka Madelyn Gil and Altavista Lead Improvement, Inc.

B. Lopez

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

12. [109931](#) **Planning** - Amend an agreement with the County of Westchester, Nelson J. Ortiz and Madelyn M. Ortiz aka Madelyn Gil and Altavista Lead Improvement, Inc., for the rehabilitation of the property located at 13 Normandy Road in the City of Yonkers, New York, pursuant to which Altavista Lead Improvement, Inc. ,will make repairs to and for the benefit of the low and moderate income households at the property located at 13 Normandy Road in the City of Yonkers, by changing the expiration date from 10/14/24 to 12/31/24.

B. Lopez

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

13. [109946](#) **Planning / Information Technology** - Amend an agreement with PruTech Solutions, Inc. (the "PruTech"), pursuant to which PruTech agreed to update and modernize the County's Homeseeker program, for a term commencing on 11/15/23 - 11/14/24, for an amount not-to-exceed \$588,700 in CDBG-CV funding, in order to: **(i)** modify the scope of work to include maintenance and technical support services; **(ii)** change the source of funding from \$588,700 in CDBG-CV funding, to \$495,000 in CDBG-CV funding and \$93,700 in funding from the County's operating budget; and **(iii)** change the expiration date of the agreement from 11/14/24 to 6/30/26.

B. Lopez
M. Beirne

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

14. [109927](#) **Emergency Services** - Enter into a grant agreement - DHSES WM24190481/Project No. UN24-1003-D00 - with the New York State Division of Homeland Security and Emergency Services, to accept federal grant funds in an amount not-to-exceed \$1,157,186, for the period 9/1/24 - 8/31/27, in order to address equipment, training and planning needs of the County to enhance the County's capability to: **(1)** prevent terrorist attacks, and mitigate against man-made and natural hazards, **(2)** protect the people of New York, **(3)** protect New York state's critical infrastructure and key resources, and **(4)** prepare to respond to and recover from both man-made and natural disasters, in compliance with the State's FY2024 Urban Area Security Initiative grant program.

R. Wishnie

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

15. [109864](#) **Social Services** - Enter into a sublease agreement (DSS3041-24) with Westhab, Inc., pursuant to which Westhab will sublease to the County eight (8) apartments at 205 South Waverly Street in Yonkers for transitional housing for homeless single persons and families, for a term commencing on 8/1/24 - 7/31/25, for a total amount not-to-exceed \$403,200, payable monthly, at a rate of \$33,600 per month.

L. Townes

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

16. [109938](#) **Social Services** - Enter into an agreement (DSS8001PC-24) with Lifting Up Westchester, Inc. (which was formerly Grace Church Community Center, Inc.) and Always Compassionate Home Care, Inc. concerning, and whereby the County will consent to, Lifting Up Westchester, Inc. assigning to Always Compassionate Home Care, Inc., effective upon execution of the assignment agreement, a contract under which Family Service Society of Yonkers was to provide 'Personal Care' services, under applicable federal and state law.

L. Townes

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

17. [109939](#) **Social Services** - Enter into an agreement (DSS8002CD-24) with Lifting Up Westchester, Inc. and Always Compassionate Home Care, Inc. concerning, and whereby the County will consent to, Lifting Up Westchester, Inc. assigning to Always Compassionate Home Care, Inc., effective upon execution of the assignment agreement, a contract under which Family Service Society of Yonkers was to provide 'Consumer Directed Personal Assistance Program' services, under applicable federal and state law.

L. Townes

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

18. [109959](#) **Social Services** - Contract No. DSS2000HR-25 for Temporary Personnel Services for The Department of Social Services, for a period of one (1) year commencing 1/1/25, with the county having two (2) additional one (1) year options thereafter. Advertise for bids.

L. Townes

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

19. [109941](#) **Health** - Amend a resolution dated 2/27/20 for agreements with approved Related Services providers, pursuant to Section 4410, Part 200 of the New York State Education Law, be hereby amended in order to add approved Related Services providers, Keep Moving Forward, Inc., Thrive Center Corp., and Nathalia Fonseca SLP P.C., effective 12/1/24 to the list, subject to the same terms and conditions as stated in the 2/27/20 Resolution.

S. Amler

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

20. [109956](#) **Health** - Enter into a lease agreement with MG Martine SPE LLC, for the leasing of approximately 57,266 square feet of office space at 11 Martine Avenue, White Plains, NY, to be utilized by the Department of Health, for a period of 11 years and 4 months, commencing upon substantial completion of Landlord's Work, estimated to occur on or around 4/1/25, with the County having the option to extend the term of the lease by two additional five-year renewal terms.

S. Amler

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

21. [109898](#) **Probation** - Enter into a permit agreement with New York Unified Court System, for use of New York State's Ninth Judicial District court facilities by the County to provide Treatment Group sessions to its probationers and obtain the services of one (1) Court supervisor and two (2) Court officers, outside of regular business hours, for a term commencing on 1/1/25 - 12/31/25, for an amount not to exceed \$110,000.

R. Pozzi

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

22. [109783](#) **Parks** - Enter into a license agreement with Westchester Mall, LLC for the use of the common areas of the Westchester Mall weekly on Tuesdays and Fridays from 8:00 a.m. to 12:00 p.m. for the Department of Parks, Recreation and Conservation to provide "Mall Walk at The Westchester" for Westchester County residents to walk on site and to provide health talks and related programs, for the term 1/1/25 - 12/31/25, at no cost to the County.

K. O'Connor

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

23. [109892](#) **Parks** - Enter into an agreement with the American National Red Cross, pursuant to which the Red Cross will license to the County various training materials and curriculum to enable Department employees to deliver instruction in various Red Cross training courses, for a term commencing upon execution of the agreement by both parties and approval of same by the Office of the County Attorney, and continuing for three years thereafter, for a total amount not-to-exceed \$6,000, payable at the per-student license fee applicable to the particular course.

K. O'Connor

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

24. [109897](#) **Parks / County Executive/Ctywide Admin Svc** - Enter into any and all agreements necessary to convey to the City of White Plains certain County-owned real property consisting of approximately 0.36 acres of vacant land, with a property address of 0 Ferris Avenue, White Plains, New York, known to the County as "WP Residual D", and identified as Tax Lot Section 125.34, Block 2, Lot 1 on the Official Tax Maps for the City of White Plains, to the City of White Plains for the sum of One (\$1.00) Dollar for use in perpetuity for park and municipal recreation purposes in accordance with the provisions of the Laws of Westchester County.

K. O'Connor
C. Steers

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

25. [109883](#) **DPW/Transportation** - Contract No. 20-503 with PCI Industries Corp., Mount Vernon, NY, 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. Acceptance of completed work and approval of Final Contract Amount of \$3,016,808.

H. Greechan

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

26. [109884](#) **DPW/Transportation** - Contract No. 19-513 with Anjac Enterprises Inc., Brooklyn, NY, for Wightman Mansion Rehabilitation, Lenoir Preserve, Yonkers, New York. Acceptance of completed work and approval of Final Contract Amount of \$5,632,610.

H. Greechan

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

27. [109885](#) **DPW/Transportation** - Contract No. 15-556 with Mace Contracting Corporation, New Rochelle, NY, for Main House Rehabilitation, Merestead, Bedford and New Castle, New York. Acceptance of completed work and approval of Final Contract Amount of \$3,882,442.66.

H. Greechan

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

28. [109886](#) **DPW/Transportation** - Enter into Agreement No. 24-930 with the City of Mount Vernon for the use of up to ten (10) parking spaces at Mount Vernon Municipal Parking Lot #4, for the period commencing retroactively on 5/1/16 - 10/31/22, in a total amount not to exceed \$50,700.

H. Greechan

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

29. [109935](#) **DPW/Transportation** - Extend an agreement with Mace Contracting Corporation and Endurance American Insurance Company, whereby Mace assumed all obligations of Custom Marine, Inc. under Contract 12-517-Rev., for Cellular Bulkhead Rehabilitation - Phase III & IV, at the Yonkers Joint Wastewater Treatment Plant, Yonkers, New York. Approval of Change Order No. 1 to extend the term of the Replacement Contract, from 3/7/24 - 12/31/26.

H. Greechan

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

30. [109936](#) **DPW/Transportation** - Extend an agreement with OCS Industries, Inc., for Contract No. 16-520 for Performance Enhancements, New Rochelle Wastewater Treatment Plant, New Rochelle, New York. Approval of Change Order No. 3 to extend the term through 12/31/25.

H. Greechan

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

31. [109940](#) **DPW/Transportation** - Amend Agreement No. 19-904 with Jacobs Civil Consultants Inc., NY, for the provision of engineering services associated with Pelham Lake Rehabilitation, Willson's Woods Park, Mount Vernon, New York, by extending the term retroactively from 12/31/23 - 12/31/27.

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: 11/20/2024