



George Latimer, County Executive
Leonard G. Townes, Commissioner
Department of Social Services

109628

DATE: July 30, 2024

TO: Board of Acquisition and Contract

FROM: Leonard G. Townes
Commissioner, Department of Social Services

SUBJECT: Authority for the County to amend an emergency contract with Century Protective Services Inc. for security escort services for Department of Social Services personnel, by, (1.) modifying its scope of work by increasing the number of escorts and site locations, and changing the escort shift hours, and (2.) increasing its not-to-exceed amount by \$487,760.00, in order to pay for the additional services to be provided under the modified scope of work.

By a resolution approved on June 6, 2024, your Honorable Board authorized the County of Westchester (the "County") to enter into an emergency contract with Century Protective Services Inc. ("Century"), pursuant to which Century was to provide the County with security escort services (the "Services") for Department of Social Services ("DSS") personnel, for a period of one (1) year, commencing upon execution, for a total amount not-to-exceed \$209,040.00, payable at a rate of \$33.50 per hour per escort (the "Agreement"; DSS3027-24). The Agreement was subsequently executed.

Under the Agreement, it specified that Century was to provide three (3) escorts, all of whom were to be available at the single site location of 85 Court Street, White Plains, for certain shift hours.

DSS has now determined that seven (7) additional escorts are needed; that these additional escorts are needed at additional DSS locations across Westchester County; and that different shift hours may be applicable to those additional escorts.

Accordingly, authority is requested from your Honorable Board for the County to amend the Agreement by, (1.) modifying its scope of work by, (a.) increasing, by seven (7), the number of escorts to be provided, (b.) adding additional DSS locations, including, without limitation, four (4) DSS district offices, to the list of site locations where an escort will be available, and (c.) providing for different shift hours for these additional escorts; and (2.) increasing its not-to-exceed amount by \$487,760.00, from \$209,040.00 to a new total amount not-to-exceed \$696,800.00, in order to pay for the

additional services to be provided under the modified scope of work (the "Amendment"; DSS3027-A-24).

Except as specifically described above, all terms and conditions of the Agreement shall remain in full force and effect.

The proposed Amendment will serve a public purpose by ensuring that DSS personnel have additional, sufficient security in order to carry out their duties for the County and its inhabitants.

The goal and objective of the proposed Amendment is to ensure that DSS personnel have additional, sufficient security in order to carry out their duties for the County and its inhabitants.

The goal and objective of the proposed Amendment is in the best interests of the County in terms of public health and safety, as ensuring that DSS personnel have additional, sufficient security in order to carry out their duties for the County and its inhabitants will ultimately help safeguard the health and safety of DSS personnel, the persons with whom the DSS personnel are interacting, and the public, overall.

The goal and objective of the proposed Amendment will be tracked and monitored by DSS personnel.

I respectfully recommend the adoption of the attached resolution.

LGT/TL/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT 08/01/2024 RAYMOND SLOJAKY, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Social Services, be it hereby:

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend its emergency contract with Century Protective Services Inc. ("Century"), pursuant to which Century was to provide the County with security escort services for Department of Social Services ("DSS") personnel, for a period of one (1) year, commencing upon execution, for a total amount not-to-exceed \$209,040.00, payable at a rate of \$33.50 per hour per escort, (the "Agreement"; DSS3027-24) by, (1.) modifying its scope of work by, (a.) increasing, by seven (7), the number of escorts to be provided, (b.) adding additional DSS locations, including, without limitation, four (4) DSS district offices, to the list of site locations where an escort will be available, and (c.) providing for different shift hours for these additional escorts; and (2.) increasing its not-to-exceed amount by \$487,760.00, from \$209,040.00 to a new total amount not-to-exceed \$696,800.00, in order to pay for the additional services to be provided under the modified scope of work (the "Amendment"; DSS3027-A-24); and be it further

RESOLVED, that except as specifically hereby authorized to be amended, all terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute any documents and take any actions necessary and appropriate to effectuate the purposes of this resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/01/2024 - RAMONA S. DUKAKIS, SECRETARY

1. Account to be Charged/Credited:

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2024	101	22	5000:5100	4420:10		\$243,880.00
2025	101	22	5000:5100	4420:10		\$243,880.00

2. Budget Funding Year(s): 2024-2025

Start Date: Upon execution

End Date: One (1) year from execution
(must match resolution)

3. Funding Source:

Federal	38%	CFDA#(s)	N/A		
State	23%	State ID#(s)	N/A		
Operating/Tax Levy	39%				
Capital	N/A				

4. Total NTE: \$487,760.00
(must match resolution)

APPROVED BOARD OF ACQUISITIONS & CAPITAL PROJECTS 08/01/2024 - RAYMOND SCULKY, SECRETARY