



Memorandum

Department of Parks, Recreation
& Conservation

ID: 112420

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner

DATE: November 10, 2025

SUBJECT: Resolution to Reject Bids and Re-Advertise
Contract No. PRC-1486
Service Contract for Inspection, Testing and Servicing of Wet and Dry
Sprinkler Systems and Ansul Systems for Various Parks, Recreation and
Conservation Facilities in Westchester County, New York

On November 5, 2025, Two (2) bids were received by the County of Westchester ("County") for Contract No. PRC-1486 Service Contract for Inspection, Testing and Servicing of Wet and Dry Sprinkler Systems and Ansul Systems for Various Parks, Recreation and Conservation Facilities in Westchester County, New York

Because of calculation errors in the proposal pages, the Department of Parks, Recreation and Conservation is revising the bid documents to more clearly specify how to arrive at the final cost amount.

Therefore, authority is requested to reject the bids and re-advertise as Contract No. PRC-1468-R.

The work under this contract consists of providing all necessary labor, material and equipment required to ensure Fire Protection Systems are in accordance with the most up to date edition of NFPA at the various Department of Parks, Recreation and Conservation facilities. This contract is for a term of five (5) years.

The objective of this contract is to inspect, test and service all the Wet and Dry Sprinkler Systems and the Ansul Systems at required quarterly and yearly intervals.

This contract is in the public's best interest because it protects against fire and ensures the safety of public and staff and adheres to NFPA Guidelines.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's online financial system. These records will be easily accessible by Finance and Budget. Department staff will track scheduling and accomplishments by the contractor and perform on-site inspections to ensure successful completion of the projects.

A resolution requesting the same is attached for your Honorable Board's favorable consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/20/2025 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Upon communication from the Commissioner of Parks, Recreation and Conservation

WHEREAS, on November 5, 2025, Two (2) bids were received by the County of Westchester ("County") for Contract No. PRC-1468, Service Contract for Inspection, Testing and Servicing of Wet and Dry Sprinkler Systems and Ansul Systems for Various Parks, Recreation and Conservation Facilities in Westchester County, New York; and

WHEREAS, due to calculation errors in the proposal pages, the Department of Parks, Recreation and Conservation is revising the bid documents to more clearly specify how to arrive at the final cost amount; and

WHEREAS, it is hereby requested that the bids received for Contract No. PRC-1468 be rejected and the contract be re-advertised as Contract No. PRC-1468-R; now, therefore, be it

RESOLVED, that the bids for Contract No. PRC-1468, Service Contract for Inspection, Testing and Servicing of Wet and Dry Sprinkler Systems and Ansul Systems for Various Parks, Recreation and Conservation Facilities in Westchester County, New York, be rejected; and be it further

RESOLVED, that it is in the best interest of the County that Contract No. PRC-1468, Service Contract for Inspection, Testing and Servicing of Wet and Dry Sprinkler Systems and Ansul Systems for Various Parks, Recreation and Conservation Facilities in Westchester County, New York, be re-advertised as Contract No. PRC-1468-R, Service Contract for Inspection, Testing and Servicing of Wet and Dry Sprinkler Systems and Ansul Systems for Various Parks, Recreation and Conservation Facilities in Westchester County, New York, and be it further

RESOLVED, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be retainage of 10% of all work completed on an annual basis. Upon each annual anniversary, the contractor may request payment of said retainage with the successful completion of all work performed during that period; and be it further

RESOLVED, that this advertisement for bids will state that pursuant to Chapter 308 of the Laws of the County of Westchester, the policy of the County is to encourage the meaningful and significant participation on County contracts for business enterprises owned by persons of color and women - Minority Business Enterprise (MBE) and Women Business Enterprise (WBE); and be it further

RESOLVED, that such advertisement shall appear in the following County newspaper(s):

THE JOURNAL NEWS (Westchester-Putnam Edition)

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
165	42	2000	4380		\$500.00

Budget Funding Year(s) 2025 Start Date 11/10/2025 End Date 12/30/2025

Funding Source Tax Dollars x

State Aid _____

\$ 500.00 Federal Aid

(must match resolution)

Other _____