

**Department of Parks, Recreation
& Conservation**

ID 112434

Date: November 5, 2025

To: The Honorable Board of Acquisition and Contract

From: Kathleen M. O'Connor
Commissioner of Parks, Recreation and Conservation

Re: Authority to enter into an agreement with North East Westchester Special Recreation, Inc., 63 Bradhurst Avenue, Hawthorne, NY 10532, to provide special recreation programs for Westchester County's developmentally disabled population during the period January 1, 2026 through December 31, 2028, for a total not to exceed amount of Eighty-Seven Thousand Eight Hundred Twenty Five (\$87,825.00) Dollars for the three year period.

Since its inception in 1981, North East Westchester Special Recreation, Inc., ("North East") has provided special recreation services programs for the developmentally disabled residents of Northern Westchester County. For the past sixteen years, the Department of Parks, Recreation and Conservation ("the Department") has utilized North East's expertise in providing large special events for the entire developmentally disabled population of the County.

For 2026, 2027 and 2028, the Department would like to enter into an agreement, subject to future appropriations, for North East to continue to provide these events at a cost of Twenty-Nine Thousand Two Hundred Seventy Five (\$29,275.00) Dollars each year, for a total not to exceed amount of Eighty-Seven Thousand Eight Hundred Twenty Five (\$87,825.00) Dollars. In addition to the cash payment, each year the County will support the programs by providing the following "in-kind services" valued at approximately \$10,000.00:

- Event flyer production and mailing of same
- EMT coverage at the four dances
- Refreshments at the four dances
- Portable toilets for the picnic
- Four outings/overnights (Blue Mountain Trail Lodge and Ward Pound Ridge)

In each year of the proposed agreement, the following programs will be presented:

- Valentine's Day Dance
- Spring Dance
- Summer Picnic
- Halloween Dance
- Holiday Dance

All dances are held at the Westchester County Center and the picnic is held at Ridge Road Park.

In addition to each of the above events being centered on a specific theme, the entertainment venue is varied to appeal to the persons' interaction level and motivate group participation. North East will provide the staffing, decorations, music, lighting, entertainment and the miscellaneous supplies to carry out the programs.

The public purpose is served in that it provides developmentally disabled residents of Westchester County an opportunity to attend themed special events that provide entertainment and stimulating, interactive activities, despite their level of functioning.

This contract is exempt from the County's Procurement Policy under Section 3(a)(xvii) for services to the mentally handicapped/developmentally disabled.

The programs are attended by over 5,000 people annually and are very well received by those who participate. I therefore recommend approval of the attached resolution.

RESOLUTION

Based upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that the County of Westchester be authorized to enter into a three-year agreement with North East Westchester Special Recreation, Inc., 63 Bradhurst Avenue, Hawthorne, NY 10532, for the period January 1, 2026 to December 31, 2028, to provide five special recreational programs annually for the developmentally disabled residents of Westchester County at a cost of Twenty-Nine Thousand Two Hundred Seventy Five (\$29,275.00) Dollars each year, for a total not to exceed amount of Eighty-Seven Thousand Eight Hundred Twenty Five (\$87,825.00) Dollars, and for additional "in-kind services" to be provided by the County; 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 the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute all documents necessary to effectuate the purposes of this Resolution.

Original Agreement \$87,825
 First Amendment \$
This Amendment \$
 TOTAL \$87,825

Agreement # PRC-1498

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	7400	4380		\$29,275	2026
165	42	7400	4380		\$29,275	2027
165	42	7400	4380		\$29,275	2028

Budget Funding Year(s) 2026- 2028 Start Date 1/1/26 End Date 12/31/28
 (must match resolution)

Funding Source Tax Dollars X

State Aid

\$87,825 Federal Aid

(must match resolution)

Other