



Memorandum

**Department of Parks, Recreation
& Conservation**

ID 112734

DATE: December 18, 2025

TO: Board of Acquisition and Contract

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

SUBJECT: Resolution for Authority to Advertise
Contract No. PRC-1496
Service Contract For Pavement Sweeping and Litter Removal Services
Playland Park, Rye and Kensico Dam Plaza, Valhalla,
Westchester County, New York

The 2026 Operating Budget contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor, material and equipment required to perform pavement sweeping and litter removal services from all paved surfaces, including the boardwalk areas in their entirety, and, all non-paved surfaces, excluding the beach, within the boundary of Playland Park and also to perform clean up sweeping and litter removal services at Kensico Dam Plaza following six (6) scheduled annual events held there. This contract is for a term of five (5) years.

The objective of this contract is to maintain the parks in a clean and litter free state.

This contract is in the public's best interest because it will promote the health and safety of the general public by providing a clean and contamination free park.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's on-line financial system. These records will be easily accessible by Finance, Budget and department staff and will be reviewed regularly to ensure that funds are used appropriately.

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

RESOLUTION

Upon communication from the Commissioner of Parks, Recreation and Conservation, be it

RESOLVED, that the Commissioner of Parks, Recreation and Conservation be and hereby is authorized to solicit bids by public advertisement on the following contract:

CONTRACT NO. **PRC-1496**

Pavement Sweeping and Litter Removal Services
Playland Park, Rye and Kensico Dam Plaza, Valhalla, 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) 2026 **Start Date:** January 1, 2026 **End Date:** February 28, 2026
(must match resolution)

Funding Source: Tax Dollars _____ x _____

State Aid _____

\$500.00 _____ **Federal Aid** _____
(must match resolution)

Other _____