

#113797

DATE: May 28, 2026

TO: Board of Acquisition and Contract

FROM: Hugh J. Greechan, Jr., P.E.
Commissioner of Public Works and Transportation

Christopher D. Steers
Director of Countywide Administrative Services & Real Estate
Office of the County Executive

Leonard G. Townes
Commissioner of Social Services

SUBJECT: Authority to amend a permit agreement with the State of New York, acting by and through its Department of Labor, pursuant to which NYSDOL grants to the County use and occupancy of approximately 4,253 sq. ft. of space at the NYSDOL Offices located at 120 Bloomingdale Road in White Plains, New York for the period from May 1, 2024 through April 30, 2029, at a rate of \$111,641.25 per year for a total permit fee not to exceed \$558,206.25, by authorizing additional payments of \$8,424.23 in additional operating costs for 2024 and 2025, and additional security services on an as-needed basis not to exceed \$5,000 per year for the period 2025 through 2029, all billed and paid separately from the permit fee, for a new total aggregate amount not to exceed \$591,630.48 (Agreement No. 24-900).

By resolution dated February 8, 2025, your Honorable Board authorized for the County of Westchester ("County") to enter into an agreement with the State of New York, acting by and through its Department of Labor ("NYSDOL") pursuant to which NYSDOL grants to the County a permit ("Permit") for use and occupancy of approximately 4,253 square feet of space at the NYSDOL Offices located at 120 Bloomingdale Road in White Plains, New York. The Permit has a five-year period commencing on May 1, 2024 through April 30, 2029 (the "Term"). In consideration for the grant of the permit, the County agreed to pay NYSDOL at the rate of \$26.25 per square foot per year for a total permit fee of \$111,641.25 per year for a total Permit fee not to exceed \$558,206.25, payable in equal monthly installments. The Permit was duly executed on or about October 19, 2023.

Now, NYSDOL has requested reimbursement for additional operating costs and security services that are not included in the existing rent or operating expenses. Accordingly, authority

of your Honorable Board is hereby requested to authorize the following additional payments to NYSDOL, billed and paid separately from the permit fee, for a new total aggregate amount not to exceed \$591,630.48:

Budget	Original Amount	Change	New Budget
Base Permit Fee (May 2024 – April 2029)	\$558,206.25	\$0.00	\$558,206.25
Additional Operating Costs (2024 & 2025)	\$0.00	+\$8,424.23	\$8,424.23
Additional Security Services (2025–2029)	\$0.00	+\$25,000.00	\$25,000.00
Total Not to Exceed	\$558,206.25	+\$33,424.23	\$591,630.4

The space has been and will continue to be used during the Term (defined below) by the Westchester County Department of Social Services for its Office of Workforce Investment in order to combine the two separate operations of the Westchester One Stop Employment Center with that of the NYSDOL Office of Employment Services in the City of White Plains as required by the mandatory functional alignment plan that was approved by the NYSDOL Office of Workforce Development.

The goals and objectives of this amendment are to combine the two separate operations of the Westchester One Stop Employment Center with that of the New York State Department of Labor’s Office of Employment Services in the City of White Plains as required by the mandatory functional alignment plan that was approved by the NYSDOL Office of Workforce Development. Further, the goal is to reduce operational cost and operation efficiency through cost sharing and the combination of existing staff and resources between the two agencies. Further, this action will enhance the capabilities of the system and hence the public’s perception of its ability to meet the related workforce needs of businesses, workers and job seekers.

These goals and objectives are in the best interest of the County because they allow for the continued delivery of high quality workforce assistance and preparation services in one centralized and accessible location; and produces significant cost savings at a time when federal workforce investment funds are being rescinded.

The goals and objectives of this amendment will be tracked and monitored through the monthly financial and program reports that will reflect the operational cost savings, the number of customers served, and the variety and levels of services being used by the customers.

This amendment is exempt from the Westchester County Procurement Policy pursuant to Section 3(b) thereof.

A Resolution is herewith attached for your Honorable Board’s consideration.

HJG/CDS/LGT/mg
Attachment

RESOLUTION

Upon a communication from the Commissioner of the Department of Public Works and Transportation, the Director of Countywide Administrative Services & Real Estate, and the Commissioner of Social Services, be it hereby

RESOLVED, that the County of Westchester (the "County") is authorized to amend a permit agreement with the State of New York, acting by and through its Department of Labor ("NYS DOL"), pursuant to which NYSDOL grants to the County a permit ("Permit") for use and occupancy of approximately 4,253 square feet of space at the NYSDOL Offices located at 120 Bloomingdale Road in White Plains, New York for the period from May 1, 2024 through April 30, 2029 (the "Term"), at a rate of \$26.25 per square foot and a total permit fee of \$111,641.25 per year for a total amount not to exceed \$558,206.25, and to further authorize the following additional payments to NYSDOL, billed and paid separately from the permit fee:

1. Additional operating costs for 2024 and 2025 in an amount not to exceed \$8,424.23; and
2. Additional security services on an as-needed basis for the period 2025 through 2029 in an amount not to exceed \$5,000 per year, for a maximum of \$25,000; for a new total aggregate amount not to exceed \$591,630.48, broken down as follows:

Budget	Original	Change	New Budget
Base Permit Fee (May 2024 – April 2029)	\$558,206.25	\$0.00	\$558,206.25
Additional Operating Costs (2024 & 2025)	\$0.00	+\$8,424.23	\$8,424.23
Additional Security Services (2025–2029)	\$0.00	+\$25,000.00	\$25,000.00
Total Not to Exceed	\$558,206.25	+\$33,424.23	\$591,630.4

RESOLVED, that all other terms and conditions of the Permit shall remain the same; and be it further

RESOLVED, that the County Executive or his duly authorized designee, is hereby authorized and empowered to execute any and all documents necessary and appropriate to effectuate the purposes hereof.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
101	46	3300-3392	4320		\$77,851.73 (2024)
101	46	3300-3392	4320		\$121,641.25 (2025)
101	46	3300-3392	4320		\$116,641.25 (2026)
101	46	3300-3392	4320		\$116,641.25 (2027)
101	46	3300-3392	4320		\$116,641.25 (2028)
101	46	3300-3392	4320		\$42,213.75 (2029)

Budget Funding Year(s): 2024-2029 Start Date: 5/1/24 End Date: 4/30/29
 (must match resolution)

Funding Source: Tax Dollars: 100%

State Aid: _____

\$591,630.48 Federal Aid: _____

(must match resolution) Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/11/2026 - RAYMOND SUJKA, SECRETARY