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**TO:** Board of Acquisition and Contract

**FROM:** Vincent F. Kopicki, P.E.  
Commissioner of Environmental Facilities

**DATE:** May 28, 2025

**SUBJECT:** Authority to exercise the County's option to extend the term of an agreement with Aaron Associates of Connecticut, Inc. for one two (2) year option period, thereby increasing the amount of the agreement by \$504,375.00 and extending the term of the agreement through July 05, 2027 (Contract No. EF-2306)

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By Resolution approved on June 22, 2023 (the "June 22, 2023 Resolution"), your Honorable Board awarded Contract No. EF-2306 to Aaron Associates of Connecticut, Inc. ("Aaron Associates"). The June 22, 2023 Resolution authorized the County of Westchester (the "County") to enter into Contract No. EF-2306 with Aaron Associates of Connecticut, Inc., pursuant to which Aaron Associates was to provide Instrumentation Maintenance and Repairs, Department of Environmental Facilities, Westchester County, New York for the amount of \$504,375.00, for the period from July 6, 2023 through July 05, 2025, ("Contract No. EF-2306" or the "Agreement"), with the County having the option to extend the Agreement for one (1) two (2) year option period by mutual consent of Aaron Associates of Connecticut, Inc., and the County.

The County, acting by and through its Department of Environmental Facilities ("Department") now seeks authority from your Honorable Board to exercise the two (2) year renewal option, and thereby, a.) increasing the amount of the Agreement by \$504,375.00 from an amount of \$504,375.00 to a new amount of \$1,008,750.00, and b.) extending the termination date of the Agreement from, July 05, 2025 to July 05, 2027.

All other terms and conditions of the June 22, 2023 Resolution and the Agreement shall remain in full force and effect and unchanged.

The objective of the Contract is to obtain services of a Contractor which will allow the Department of Environmental Facilities to maintain various instruments for its treatment plants and pump stations at peak efficiency and to assure that all instruments are functioning properly with minimal breakdowns. During the two year term of the Contract, Department representatives will track and monitor the required maintenance, and necessary repairs using written service reports which will be signed by Maintenance Superintendents. These service reports are to be submitted with each payment request. The Contractor will be responsible to comply with all applicable regulations and codes.

This Contract is deemed to fulfill a public purpose because it meets the County's criteria for safeguarding the health and environment of the County. Maintaining the instrumentation at DEF

Facilities is critical to control and monitoring the water and wastewater process as well as monitoring for life safety issues related to working in hazardous environments. In addition, maintaining the instrumentation allows the Department to carry out its basic mission to provide water and wastewater treatment and maintaining satisfactory water quality.

Approval of the attached resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/12/2025 - RAYMOND SCULKY, SECRETARY

# RESOLUTION

## Contract No. EF-2306

Upon a communication from the Commissioner of Environmental Facilities, be it hereby

**RESOLVED**, that the County of Westchester ("County") is authorized to exercise its two (2) year renewal option for contract EF-2306 with Aaron Associates of Connecticut, Inc. 2 Mattoon Road Waterbury, CT 06708, to provide Instrumentation Maintenance and Repairs, Department of Environmental Facilities, Westchester County, New York, and thereby, a.) increasing the amount of the Agreement by \$504,375.00 from an amount of \$504,375.00 to a new amount of \$1,008,750.00, and b.) extending the termination date of the Agreement from, July 05, 2025 to July 05, 2027; and be it further

**RESOLVED**, that except as specifically amended hereby, all remaining terms and conditions of the June 22, 2023 Resolution and the Agreement shall remain in full force and effect and unchanged; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is hereby authorized to execute all documents and take all actions necessary to effectuate the purpose hereof.

Original Agreement	\$504,375.00
This Amendment	<u>\$504,375.00</u>
TOTAL	\$1,008,750.00

Account to be Charged/Credited			Major Program, Program & Phase	Object/	Trust	
	Fund	Dept	Or Unit	Sub Object	Account	Dollars
2025	221	60	0110	4380		\$126,093.
2026	221	60	0110	4380		\$252,187.
2027	221	60	0110	4380		\$126,095.

Budget Funding Year(s) 2025-2027  
(must match resolution)

Start Date 07/06/2025 End Date 07/05/2027

Funding Source  
\$504,375.00  
(must match resolution)

Tax Dollars 100% County  
State Aid \_\_\_\_\_  
Federal Aid \_\_\_\_\_  
Other \_\_\_\_\_