

111892

DATE: September 23, 2025

TO: Board of Acquisition and Contract

FROM: Blanca P. Lopez, M.S.
Commissioner of Planning

SUBJECT: Resolution Authorizing a Second Amendment to an Agreement between the County of Westchester and the Port Chester Housing Authority on Weber Drive in the Village of Port Chester, to change the expiration date from December 31, 2025, to April 30, 2026.

By resolution approved on June 20, 2024, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement (the "Agreement") with the Port Chester Housing Authority (the "Housing Authority"), pursuant to which the Housing Authority would perform electrical upgrades to buildings 1, 3, 5, and 7 on Weber Drive, which are owned by the Housing Authority and located in the Village of Port Chester (the "Project"). In consideration for services rendered in connection with the Project, the County agreed to pay the Housing Authority a total amount not-to-exceed \$400,000.00 in Community Development Block Grant ("CDBG") funding, pursuant to an approved budget. The term of the Agreement was originally June 15, 2024 through June 14, 2025. The Agreement was subsequently executed.

Thereafter, by resolution approve on January 23, 2025, your Honorable Board authorized the County to amend the Agreement in order to: i) modify the scope of work to include electrical upgrades in buildings 9, 11, 13, 15 & 17, ii) increase the not-to-exceed amount thereunder by an additional \$400,000.00, from an amount not-to-exceed \$400,000.00 to a new total aggregate not-to-exceed amount of \$800,000.00, as additional funds were needed to complete the Project, and iii) extend the expiration date of the Agreement from June 14, 2025, to December 31, 2025 (the "First Amendment"). The First Amendment was subsequently executed.

The parties now desire to further amend the Agreement in order to change the expiration date from December 31, 2025, to April 30, 2026, because additional time is required to complete the electrical work. Except as specifically modified herein, all remaining terms and conditions of the original Agreement shall remain in full force and effect.

The Housing Authority plans to replace the outdated power supply feeders and panels, and to upgrade each apartment's receptacles and switches to ensure they meet safe load capacity standards. The goal and objective of this Project are to modernize the electrical infrastructure of this housing complex, where the majority of residents are low-income households. The Port Chester Housing Authority will monitor the Project, and staff from the Westchester County Department of Planning will conduct site visits during construction to ensure compliance with all contractual requirements.

This procurement is in compliance with the County of Westchester Procurement Policy Procedures, pursuant to Section 3(a)xvi, which exempts contracts involving the disbursement of grants or loans under the Community Development Block Grant Program. It is also exempt from Federal Procurement regulations for the same reason.

Act # 12-2022, adopted June 30, 2022, by the Westchester County Board of Legislators, authorized the County to submit an Urban County Application under the Federal Community Development Block Grant, Emergency Solutions Grant, and HOME Investment Partnership Program, including a FY 2019-2023 Consolidated Plan to include the FY 2022 Action Plan, and to accept such Grants.

On June 30, 2022, the Board of Acquisition and Contract approved a resolution authorizing the County of Westchester to enter into an agreement with the United States Department of Housing and Urban Development (HUD) to accept a grant totaling \$4,164,264 in Community Development Block Grant (CDBG) funds.

Act # 141-2024, adopted August 5, 2024, by the Westchester County Board of Legislators, authorizes the County to submit an Urban County Application under the Federal Community Development Block Grant, Emergency Solutions Grant, and HOME Investment Programs, amending the FY 2019-2023 Consolidated Plan to include the FY 2023 Action Plan.

On August 29, 2024, the Board of Acquisition and Contract approved a resolution authorizing the County of Westchester to enter into an agreement with the United States Department of Housing and Urban Development (HUD) to accept a grant totaling \$4,438,390.00 in Community Development Block Grant (CDBG) funds.

I recommend approval of this amendment.

BPL/am/je
Attachment

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an Agreement with the Port Chester Housing Authority (the "Housing Authority"), pursuant to which the Housing Authority agreed to make electrical upgrades to buildings 1, 3, 5, 7, 9, 11, 13, 15 and 17 on Weber Drive, which is owned by the Housing Authority (the "Project"), for an amount not-to-exceed \$800,000.00 in Community Development Block Grant ("CDBG") funding, payable pursuant to an approved budget, for a term commencing on June 15, 2024 and continuing through June 14, 2025 (the "Agreement") in order to change the expiration date of the Agreement from December 31, 2025, to April 30, 2026; and be it further

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

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate purposes hereof.

Original Agreement	\$400,000.00
First Amendment	\$400,000.00
This Amendment	\$ 0.00
	\$800,000.00

AGREEMENT NUMBER: C-67-23-U70

Account to be
Charged/Credited

		Major Program, Program & Phase	Object/ Sub Object	Trust Account	
Fund	Dept	Or Unit			Dollars
263	19	067X	4380	T067	\$0.00
263	19	067Z	4380	T067	\$0.00

Budget Funding Year(s)
(must match resolution)

FY 2022 & 2024

Start Date

June 15, 2024

End Date

April 30, 2026

Funding Source

Tax Dollars _____

State Aid _____

\$0.00

(must match resolution)

Federal Aid \$0.00 – U.S. Department of Housing and Urban Development

Other _____