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110087

**TO:** Board of Acquisition and Contract

**FROM:** Tajian M. Nelson & Douglas A. Colety  
Commissioners of the Board of Elections

**DATE:** December 5, 2024

**SUBJECT:** Resolution to Award to the First Lowest Bidder (Z-1), (Z-2) and (Z-3)  
Contract Nos. **BOE 24M (Z-1), BOE 24M(Z-2) and BOE24M (Z-3)**  
2025 and 2026 Primary, Special, Early and General Election Moving Services of Voting  
Machines, E-Poll Books and Printers, Cabinets, PPE, Supply Bags, Privacy Booths and  
Peripheral Markers between the County Warehouse and Various Polling Place Locations in  
Westchester County; ZONE 1 - CORTLANDT, OSSINING, PEESKILL, SOMERS and  
YORKTOWN; ZONE 2 - BEDFORD, LEWISBORO, MOUNT KISCO, NEW CASTLE,  
NORTH CASTLE, NORTH SALEM, MOUNT PLEASANT and POUND RIDGE and  
Zone 3 – GREENBURGH, HARRISON AND WHITE PLAINS

**Contractor:** Whalen's Moving & Storage of Westchester LLC.

**Amount:** \$137,354.00 for Zone 1

\$132,522.00 for Zone 2

\$168,818.00 for Zone 3

**Total Amount:** \$438,694.00

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On October 16, 2024 bids were received and opened for 2025 and 2026 Primary, Special, Early and General Election Moving Services of Voting Machines, E-Poll Books and Printers, Cabinets, PPE, Supply Bags, Privacy Booths and Peripheral Markers between the County Warehouse and Various Polling Place Locations in Westchester County for **ZONE 1 - Cortlandt, Ossining, Peeskill, Somers and Yorktown, Contract No BOE 24M(Z-1); ZONE 2 - Bedford, Lewisboro, Mount Kisco, New Castle, North Castle, North Salem, Mount Pleasant and Pound Ridge, Contract No. BOE24M (Z-2) and ZONE 3 – Greenburgh, Harrison and White Plains, Contract No. BOE 24M(Z-3).**

The bids were reviewed by the Westchester County Board of Elections (“Board of Elections”).

It was determined that Whalen's Moving & Storage of Westchester, LLC. submitted the first lowest bids for Zone 1 in the amount of \$137,354.00, Zone 2 in the amount of \$132,522.00 and Zone 3 in the amount

of \$168,818.00. Therefore, Whalen's Moving & Storage of Westchester, LLC. is being recommended for awarding Zones 1, 2 and 3.

Pursuant to the bid specifications, the Voting Machine moving work is separated into six zones, and no bidder can be awarded more than three out of the six zones. Separate resolutions are being submitted to your Honorable Board for the remaining Zones.

Authority is hereby requested to award Contract Nos. **BOE 24M (Z-1), BOE 24M (Z-2) and BOE 24M (Z-3)** to the first lowest bidder, Whalen's Moving & Storage of Westchester, LLC.

The Board of Elections conducted an investigation and it has been found that Whalen's Moving & Storage of Westchester, LLC.

- Performed satisfactory work in the past for the County.
- Past experience has been investigated and found satisfactory.

Funds for this project are available in the:

- Capital Budget
- Non-Recurring Budget
- Operating Budget

The public purpose, as well as the goal and objective of this contract, is to allow the Board of Elections to carry out its statutory duties in connection with all upcoming 2025 and 2026 Primary, Special, Early and General Elections and to ensure that all eligible County residents have the opportunity to exercise their right to vote. County Board of Elections staff will monitor the contractor's performance of the contract.

It is my recommendation that Contract Nos. **BOE 24M (Z-1), BOE 24M (Z-2) and BOE 24M (Z-3)** be awarded to Whalen's Moving & Storage of Westchester, LLC., in the total amount not to exceed \$438,694.00, payable pursuant to an approved budget and subject to appropriations.

TMN/DAC/rn

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION - RAYMOND SCULKY, SECRETARY

## RESOLUTION

### CONTRACT NOS. BOE 24M (Z-1), BOE 24M (Z-2) AND BOE 24M (Z-3)

Upon communication from the Commissioners of the Board of Elections, be it

**RESOLVED**, that Contract Nos. **BOE 24M (Z-1), BOE 24M (Z-2) and BOE 24M(Z-3)** be awarded to the first lowest bidder for, 2025 and 2026 Primary, Special, Early and General Election Moving Services for Voting Machines, E-Poll Books and Printers, Cabinets, PPE, Supply Bags, Privacy Booths and Peripheral Markers between the County Warehouse and Various Polling Place Locations in Westchester County and are hereby awarded to Whalen's Moving & Storage of Westchester, LLC., 121 Stillwater Road, NY 10541 as follows:

\$137,354.00 for ZONE 1 - **Cortlandt, Ossining, Peeskill, Somers and Yorktown**  
\$132,522.00 for ZONE 2 - **Bedford, Lewisboro, Mount Kisco, New Castle, North Castle, North Salem, Mount Pleasant and Pound Ridge**  
\$168,818.00 for ZONE 3 - **Greenburgh, Harrison and White Plains**

in the total amount not to exceed \$438,694.00 payable pursuant to an approved budget; 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 authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
YEAR 2025	101	14	1000	4380		\$228,120.88
YEAR 2026	101	14	1000	4380		\$210,573.12

**Budget Funding Year(s)** 2025, 2026 **Start Date:** January 1, 2025 **End Date:** December 31, 2026  
(must match resolution)

**Funding Source:** **Tax Dollars** 100% County **Contractor Federal I.D. No./**  
**Social Security No.:** \_\_\_\_\_  
**State Aid** \_\_\_\_\_  
\$438,694.00 **Federal Aid** \_\_\_\_\_ **Vendor No.:** \_\_\_\_\_  
(must match resolution) **Other** \_\_\_\_\_ **Encumbrance No.:** \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/19/2024 - RAYMOND SCOTT, SECRETARY