

ID #112703

TO: Board of Acquisition and Contract

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

DATE: December 16, 2025

SUBJECT: Authorization to extend the term of Agreement No. 21-907 with Ward Carpenter Engineers, Inc. retroactively from December 31, 2025 until December 31, 2027

Authority of your Honorable Board is requested to extend the term of Agreement No. 21-907 (the "Agreement") between the County of Westchester (the "County") and Ward Carpenter Engineers, Inc. (the "Consultant"), 76 Mamaroneck Avenue, White Plains, New York 10601 from December 31, 2025 until December 31, 2027. The original Agreement, approved on March 4, 2021, is for the provision of land surveying services at various locations in Southern Westchester County, New York which shall include areas south of Interstate 287 down to the Bronx/Westchester County border, for a total amount not to exceed \$250,000.00. The original Agreement completion date was December 31, 2023.

The Agreement was thereafter amended pursuant to a Resolution approved on April 4, 2024, ("First Amendment") to extend the term of the Agreement from December 31, 2023 to December 31, 2025.

The land surveying services included in the original Agreement are in progress. The County has been satisfied with the quality of services provided to date. The services of the Consultant will be required beyond the original completion date in order to continue providing professional services to various County departments. Attached is a Resolution requesting an extension of the Agreement from December 31, 2025 until December 31, 2027 with no increase in the not to exceed amount of \$250,000.00.

The objective of this term extension is in the County's best interest as it will provide for uninterrupted professional services pursuant to the Agreement for the Department project contained herein.

Except as specifically amended hereby, all other terms and conditions of the Agreement will remain the same.

The Department of Public Works and Transportation will track scheduling and accomplishments by the Consultant and perform on-site inspections to ensure the successful completion of this project. It is recognized and understood that the County shall evaluate the performance of this contract by the Consultant and shall use such evaluation in deciding to award future contracts to the Consultant.

I urge your favorable consideration of the annexed proposed Resolution.

HJG/AS/cg

RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, be it:

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Public Works and Transportation, be and is hereby authorized to amend Agreement No. 21-907 (the "Agreement") with Ward Carpenter Engineers, Inc. (the "Consultant"), 76 Mamaroneck Avenue, White Plains, New York 10601, for the provision of land surveying services at various locations in Southern Westchester County, New York which shall include areas south of Interstate 287 down to the Bronx/Westchester County border, by extending the term thereof from December 31, 2025 until December 31, 2027; and be it further

RESOLVED, that all other terms and conditions of the Agreement, including the not to exceed amount of \$250,000.00 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.

Original Agreement	\$	250,000.00	(Land Surveying Services)
First Amendment		0.00	(Term Extension to 12/31/2025)
This Amendment		0.00	(Term Extension to 12/31/2027)
TOTAL	\$	250,000.00	

Agreement No. 21-907

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Bond Act No.	Dollars
	346	46	TBD		TBD	
	366	46	TBD		TBD	

Budget Funding Year(s): 2025 Start Date: 03/08/2021 End Date: 12/31/2027
(must match resolution)

Funding Source: Tax Dollars: 100% County
State Aid: _____
Federal Aid: _____
Other: _____
\$ N/A
(must match resolution)

Contractor Federal I.D. No./
Social Security No.: _____
Vendor No.: _____
Encumbrance No.: _____