

ID #112983

TO: Board of Acquisition and Contract

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

DATE: February 3, 2026

SUBJECT: Resolution to Award to the Low Bidder
Contract No. **25-207**
Service Contract for Automotive Repairs to Ford Fleet Vehicles
Department of Public Works and Transportation
Westchester County, New York

Contractor: Schultz Ford Lincoln Inc. (WBE)
Amount: \$1,106,700.00

On October 29, 2025, the County of Westchester ("County") received and opened two (2) bids for Contract No. 25-207 for Service Contract for Automotive Repairs to Ford Fleet Vehicles, Department of Public Works and Transportation, Westchester County, New York.

Two (2) contractors submitted a bid for this project. The project was advertised on the Empire State Purchasing Group website, in addition to the Journal News (Westchester-Putnam Edition), and was viewed by sixteen (16) entities on the Empire State Purchasing Group website. In addition, e-mails were sent to those sixteen (16) entities and to an additional one hundred and sixty-six (166) suppliers and contractors.

The bids were reviewed by the Department of Public Works and Transportation ("Department") and it was determined that Schultz Ford Lincoln Inc. (WBE) submitted the low bid in the amount of \$1,106,700.00.

The low bidder has been investigated and it has been found that Schultz Ford Lincoln Inc. (WBE):

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 objective of this contract is to repair Department of Public Works and Transportation Ford fleet vehicles.

This contract is in the public's best interest because it will promote the health and safety of the general public by ensuring that County fleet vehicles are repaired to meet all safety standards.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's on-line financial system. These records will be easily accessible by Finance, Budget and Department staff and will be reviewed regularly to ensure that funds are used appropriately.

This contract is for a term of three (3) years with one two (2) year renewal at the discretion of the County.

It is my recommendation that Contract No. 25-207 be awarded to Schultz Ford Lincoln Inc. (WBE) in the amount of \$1,106,700.00, subject to appropriations.

RESOLUTION

CONTRACT NO. 25-207

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

RESOLVED, that Contract No. 25-207 for Service Contract for Automotive Repairs to Ford Fleet Vehicles, Department of Public Works and Transportation, Westchester County, New York be and is hereby awarded to the low bidder, Schultz Ford Lincoln Inc. (WBE), Nanuet, New York in the amount of \$1,106,700.00 (2 bids); and be it further

RESOLVED, that as set forth in the Contract No. 25-207 bid specifications this contract is for a term of three (3) years with one two (2) year renewal at the discretion of the County; and be it further

RESOLVED, that this contract 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
	101	46	6500	4010	N/A	\$ 368,900.00 (2026)
	101	46	6500	4010	N/A	\$ 368,900.00 (2027)
	101	46	6500	4010	N/A	\$ 368,900.00 (2028)

Budget Funding Year(s): 2026-2028 Start Date: January 1, 2026 End Date: December 31, 2028
(must match resolution)

Funding Source: Tax Dollars 100% County
State Aid _____
\$1,106,700.00 Federal Aid _____
(must match resolution) Other _____