



OnBase: 111545

July 30, 2025

To: Board of Acquisition and Contract

From: Dr. Belinda S. Miles  
President

Re: Authority for the County of Westchester, acting by and through Westchester Community College, through its SUNY Westchester Educational Opportunity Center, to enter into an agreement with Sunny Truck Driving School, Inc. for the provision of NYS DMV Driver's License, Commercial Driver's License and Commercial Driver's License with Endorsements training to WEOC students for the period from September 1, 2025 through June 30, 2028, at a cost not-to-exceed \$469,530.00, with the College having the option to extend the contract for an additional two (2) year period.

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Authority is requested for the County of Westchester, acting by and through Westchester Community College (the "College"), through its SUNY Westchester Educational Opportunity Center ("WEOC"), to enter into an agreement with Sunny Truck Driving School, Inc. (the "Sunny School"), pursuant to which the Sunny School will provide NYS DMV Driver's License, Commercial Driver's License and Commercial Driver's License with Endorsements training to WEOC students (the "Services"), for the period from September 1, 2025 through June 30, 2028, at a cost not-to-exceed \$469,530.00, payable pursuant to an approved budget (the "Agreement"). The College shall have the option to extend the term of the Agreement for an additional two (2) year period.

The College has complied with the Westchester County Procurement Policy and Procedures. Earlier this year, WEOC issued a Request for Proposals ("RFP") to solicit proposals from various auto schools to provide commercial driver license training. The RFP was posted on both the County website and on BidNet. Two entities responded to the RFP. Following a review of each proposal with reference to the evaluation criteria set forth in the RFP, the Sunny School was found to have submitted the lowest price proposal and deemed most qualified to provide the Services, as specified by the RFP.

It should be noted that the WEOC provides tuition-free academic and vocational training, college preparation, and workforce preparation programs and services to adults who meet income and education eligibility guidelines to help them obtain the skills and credentials they need to pursue higher education and/or to secure career-oriented employment.

The proposed Agreement shall serve a public purpose by enabling WEOC to assist students in acquiring skills and credentials they need to secure career-oriented employment. The proposed Agreement will be monitored by WEOC staff.

Accordingly, I recommend adopting the attached resolution.

BSM/cm

Encl.

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/07/2025 - RAYMOND SCULKY, SECRETARY

## **RESOLUTION**

Upon a communication from the President of Westchester Community College, be it hereby:

**RESOLVED**, that the County of Westchester, acting by and through Westchester Community College, through its SUNY Westchester Educational Opportunity Center ("WEOC"), is hereby authorized to enter into an agreement with Sunny Truck Driving School, Inc. ("Sunny School") for the provision of NYS DMV Driver's License, Commercial Driver's License and Commercial Driver's License with Endorsements training, including classroom instruction, practical behind the wheel experience and administration of practice written tests, for the period from September 1, 2025 through June 30, 2028, with WEOC having the option to extend the contract for an additional two (2) year period; and be it further

**RESOLVED**, that in consideration for providing such services, the Sunny School shall be paid an amount not-to-exceed Four Hundred Sixty-Nine Thousand Five Hundred and Thirty Dollars (\$469,530.00), pursuant to an approved budget; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute any and all instruments and to take all action necessary to implement the purposes hereof.

Account to be Charged/ credited	Fund	Dept	Major Program, Program & Phase Or Unit	Sub Unit	Object/ Sub Object	Trust Account	Dollars
2025-2026	703	9997	9110		4425-01	T-110	\$122,080.00
2026-2027	703	9997	9110		4425-01	T-110	\$173,725.00
2027-2028	703	9997	9110		4425-01	T-110	\$173,725.00

Budget Funding Year(s) 2025/28 Start Date 9/1/2025 End Date 06/31/2028

(must match resolution)

Funding Source

Tax Dollars \_\_\_\_\_

State Aid \$469,530.00

\$469,530.00

Federal Aid \_\_\_\_\_

(must match resolution)

Other: \_\_\_\_\_

(Revenue) \_\_\_\_\_