



Kenneth W. Jenkins
Westchester County Executive

Office of Countywide Administrative Services & Real Estate

Christopher D. Steers
Director

110804

Date: October 15, 2025

To: The Honorable Board of Acquisition and Contract

From: Christopher D. Steers, Director
Office of Countywide Administrative Services & Real Estate

Re: **Resolution to exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)xxi thereof the procurement of a third amendment to an Agreement with RM Friedland, LLC for the provision of various real estate services to the County (Agreement No. 23-921, A3).**

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures (the "Procurement Policy"), pursuant to Section 3(a)xxi thereof, the procurement of a third amendment to an agreement with the real estate firm of RM Friedland, LLC ("RMF") for the provision of various real estate services to the County.

By resolution approved on May 12, 2022 (the "May 12th Resolution"), your Honorable Board authorized the County of Westchester ("County") to enter into an agreement with RMF (the "Agreement") for the provision of various real estate services, including brokerage services, to assist the County in realizing efficiencies, synergies, and possible cost savings through better management of its real property and other real estate expenditures, for a term of one (1) year commencing upon execution thereof by both parties and approval of same by the Office of the County Attorney. In consideration for services to be rendered, the County agreed to pay RMF at the rates set forth in Schedule "A", attached to the Agreement, in an amount not-to-exceed \$50,000, plus commissions (the "Agreement"). The Agreement was subsequently executed on May 12, 2022.

Thereafter, by resolution approved on May 18, 2023 (the "May 18th Resolution"), your Honorable Board authorized the County to amend the Agreement with RMF in order to extend the term thereof for an additional year, from May 12, 2023 through May 11, 2024. The May 18th Resolution further authorized RMF to continue to subcontract a portion of the services to Sky Queen Realty, 126 Tower Road, Suite 290, West Harrison, NY 10604, during the extended term (the "First Amendment"). The First Amendment was subsequently executed.

Thereafter, by resolution approved on February 22, 2024, your Honorable Board authorized the County to further amend the Agreement with RMF in order to: (1) extend the term thereof through May 11, 2025; (2) expand the scope of services to include design and space planning services in connection with the relocation of WCC's Educational Opportunity Center ("EOC") in Yonkers; and (3) authorize RMF to subcontract a portion of the additional services to Robert Martin Company, LLC (the "Second Amendment"). The Second Amendment was subsequently executed.

The parties now desire to further amend the Agreement in order to extend the term thereof through May 11, 2027.

Ordinarily, under Section 5(b) of the Procurement Policy, the County is required to solicit written quotations for such services from no fewer than three persons customarily providing such services, and, if deemed appropriate, to inquire as to the qualifications and experience of such persons. However, we are continuing to move forward with the real estate master planning recommendations already developed by the County's other real estate broker, Jones Lang LaSalle Brokerage, Inc, including the relocation of the EOC in Yonkers. RMF is assisting us in this process, including, providing design and space planning services through its subcontractor, RMC. As such, RMF's continued guidance is essential in the successful implementation of this project.

Pursuant to Section 3(a)xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interests of the County. For the reasons set forth above, it is proposed that the best interests of the County would be served by exempting the procurement of this amendment to the Agreement with RMF from the County Procurement Policy.

Accordingly, a Resolution to exempt the procurement of a third amendment to the Agreement with RMF is hereby submitted for your consideration.

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Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/16/2025 - RAYMOND SUKLY, SECRETARY

RESOLUTION

Upon a communication from the Director of the Office of Countywide Administrative Services & Real Estate, be it hereby

RESOLVED, that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting written price quotations, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of a third amendment to an Agreement with RM Friedland, LLC for the provision of various real estate services to the County, by extending the term thereof through May 11, 2027.

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/16/2025 - RAYMOND J. CULKY, SECRETARY