

110954

DATE: April 14, 2025

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to enter into a fourth amendment with TransPro Consulting LLC, for additional services, including project management services, 'Contractor Performance Oversight' services, and 'Operating Schedule Performance Review' services, under its agreement to provide consulting services for the preparation of a request for proposals, and the award of one or more contracts, for professional management, operation, and maintenance services for the County of Westchester's Bee-Line Bus System, for a term commencing upon execution and continuing until the completion of all services required under the agreement, for an additional amount not-to-exceed \$346,830.00. (Agreement No. DOTOP06-22, as amended)

By a resolution approved on July 28, 2022, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with TransPro Consulting LLC ("TransPro") to provide consulting services for assistance with the preparation of a request for proposals, and the award of one or more contracts, for professional management, operation, and maintenance services for the County of Westchester's Bee-Line Bus System (the "Bee-Line RFP"), (the "Services") for a term commencing upon execution and continuing until the completion of all Services, for an amount not-to-exceed \$279,854.00, payable pursuant to an approved budget (the "Original Agreement"). The Original Agreement was subsequently executed.

By a resolution approved on December 8, 2022, your Honorable Board authorized the County to amend the Original Agreement by, a.) modifying its scope of work to include conducting a survey to establish a baseline of customer satisfaction and providing additional legal support for the Services (the "Additional Services"), and b.) increasing its not-to-exceed amount by, and modifying its budget to allocate, \$102,300.00 in costs for the Additional Services (the "First Amendment"). The First Amendment was subsequently executed.

By a resolution approved on May 18, 2023, your Honorable Board authorized the County to amend the Original Agreement, as amended by the First Amendment, by, a.) modifying its scope of work to include additional services concerning project-management; additional

services, including additional legal services, to develop a draft contract form for the services being solicited by the Bee-Line RFP, with said draft to be issued as an addendum to the Bee-Line RFP after its issuance; additional services to support in-person, on-site interviews with proposers that submit proposals in response to the Bee-Line RFP; and additional services, including additional legal services, to create the final, for-execution contract form for the services solicited by the Bee-Line RFP, (the "Further Services") and b.) increasing its not-to-exceed amount by, and modifying its budget to allocate, \$138,953.00 in costs for the Further Services (the "Second Amendment"). The Second Amendment was subsequently executed.

By a resolution approved on June 27, 2024, your Honorable Board authorized the County to amend the Original Agreement, as amended by the First Amendment and the Second Amendment, by, a.) modifying its scope of work to include additional services, including additional legal services, new financial analysis services, an additional six (6) months of project management services, and transition oversight services concerning the start of the new contract(s) resulting from the Bee-Line RFP (the "New Services"), b.) modifying its list of authorized subcontractors to authorize subcontracting with Ron Epstein for certain portions of the new financial analysis services that are included in the New Services, and c.) increasing its not-to-exceed amount by, and modifying its budget to allocate, \$115,003.00 in costs for the New Services (the "Third Amendment"). The Third Amendment was subsequently executed.

The County has determined that it now intends to obtain from TransPro additional services, to be provided over a period of twelve (12) months, commencing upon execution, including project management services, 'Contractor Performance Oversight' services, and 'Operating Schedule Performance Review' services (the "Other Services"). In addition, the County intends to authorize TransPro's use of Ron Epstein as a subcontractor for certain portions of the new 'Operating Schedule Performance Review' services that are included in the Other Services.

Accordingly, the County respectfully requests authority from your Honorable Board to amend the Original Agreement, as amended by the First Amendment, the Second Amendment, and the Third Amendment, (the "Agreement") by, a.) modifying its scope of work to include the Other Services, to be performed over a period of twelve (12) months, commencing upon execution, b.) modifying its list of authorized subcontractors to authorize subcontracting with Ron Epstein for certain portions of the new 'Operating Schedule Performance Review' services that are included in the Other Services, and c.) increasing its not-to-exceed amount by, and modifying its budget to allocate, \$346,830.00 in costs for the Other Services (the "Fourth Amendment").

Except as specifically described above, all terms and conditions of the Agreement shall remain in full force and effect.

The proposed Fourth Amendment will serve a public purpose by providing the County with additional consulting services regarding the operation of the Bee-Line Bus System.

The goal and objective of the proposed Fourth Amendment is to provide the County with additional consulting services regarding the operation of the Bee-Line Bus System.

The goal and objective of the proposed Fourth Amendment is in the best interests of the County in terms of public welfare, as it will provide the County with additional consulting services regarding the operation of the Bee-Line Bus System, which is intended to ensure that the system operates well and properly, and thereby protects the public welfare.

The goal and objective of the proposed Fourth Amendment will be tracked and monitored by the staff of the Department of Public Works and Transportation.

Authority to exempt the procurement of the Other Services, under the proposed Fourth Amendment, from the requirements of the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof, has been requested from your Honorable Board by a separate resolution.

I respectfully recommend the adoption of the attached resolution.

HJG/MS/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/01/2025 - RAYMOND SCUDLITZ, SECRETARY

RESOLUTION

Agreement No. DOTOP06-22 – Fourth Amendment

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

RESOLVED, that the County of Westchester (the “County”) is hereby authorized to amend its agreement with TransPro Consulting LLC (“TransPro”), pursuant to which TransPro was to provide consulting services for assistance with the preparation of a request for proposals (the “Bee-Line RFP”), and the award of one or more contracts, for professional management, operation, and maintenance services for the County of Westchester’s Bee-Line Bus System, (the “Services”) for a term commencing upon execution and continuing until the completion of all Services, for a total amount not-to-exceed \$636,110.00, (the “Agreement”) by, a.) modifying its scope of work to include additional services, to be performed over a period of twelve (12) months, commencing upon execution, including project management services, ‘Contractor Performance Oversight’ services, and ‘Operating Schedule Performance Review’ services (the “Other Services”), b.) modifying its list of authorized subcontractors to authorize subcontracting with Ron Epstein for certain portions of the new ‘Operating Schedule Performance Review’ services that are included in the Other Services, and c.) increasing its not-to-exceed amount by, and modifying its budget to allocate, \$346,830.00 in costs for the Other Services (the “Fourth Amendment”); and be it further

RESOLVED, that except as hereby authorized to be amended, all terms and conditions of the Agreement shall remain in full force and effect; and be it further resolved; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this resolution.

DOTOP06-22

Original Agreement: \$279,854.00
1st Amendment: \$102,300.00
2nd Amendment: \$138,953.00
3rd Amendment \$115,003.00
This Amendment \$346,830.00
Total: \$982,940.00

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	44	1000	4420		\$346,830.00

Budget Funding Year(s): 2025-26 Start Date: Upon execution End Date: Twelve (12) Months
(must match resolution) After Execution

Funding Source Tax Dollars: 100%
\$346,830.00 State Aid: _____
(must match resolution) Federal Aid: _____
Other: _____