



OnBase: 112531

Date: November 20, 2025

To: Board of Acquisition and Contract

From: Dr. Belinda S. Miles
President

Re: Authority to amend resolutions approved on August 21, 2025 and October 16, 2025, respectively, which authorized the County of Westchester, acting by and through Westchester Community College, to enter into an agreement with Port Chester – Rye Union Free School District, pursuant to which the College was to provide college-level courses in Health and Fitness for Life to Students at Port Chester High School, for a term commencing on September 1, 2025 and continuing through August 30, 2026, for an amount not-to-exceed \$42,335, in order to correct the description of the services set forth therein to indicate that the College will be providing college-level courses to Port Chester High School Students who participate in the Smart Scholars Grant Program.

By resolution approved on August 21, 2025 (Resolution No. 111566; the "August 21st Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through the Westchester Community College (the "College"), to enter into an agreement with the Port Chester – Rye Union Free School District (the "School District"), pursuant to which the College was to provide college-level courses in Health and Fitness for Life to Students at Port Chester High School (the "Services"), for a term commencing on September 1, 2025 and continuing through August 30, 2026. In consideration for providing the Services, the School District would pay the County an amount not-to-exceed \$38,500.00 (the "Agreement"). The Agreement has not yet been executed.

Thereafter, on October 16, 2025, your Honorable Board approved a resolution (Resolution No. 109635; the "October 16th Resolution"), which amended the August 21st Resolution by: i) expanding the scope of the Services provided under the Agreement to include the County's provision of additional campus visits and instructional supplies; and ii) increasing the not-to-exceed amount authorized thereunder by an additional amount not-to-exceed \$3,835.00,

from an amount not-to-exceed \$38,500.00, to a new total amount not-to-exceed \$42,335.00 (the August 21st Resolution and the October 16th Resolution shall be collectively referred to as the "Resolutions").

Following approval of the October 16th Resolution, but before the Agreement could be executed, the County became aware that, due to an administrative oversight, the Resolutions inaccurately described the Services by stating that the College would be providing college-level courses in Health and Fitness for Life, whereas, it should have instead stated that the College would be providing college-level courses to Port Chester High School Students who participate in the Smart Scholars Grant Program. Accordingly, authority is now respectfully requested to amend the Resolutions in order to correct the description of the Services set forth therein to indicate that the College will be providing college-level courses to Port Chester High School Students who participate in the Smart Scholars Grant Program.

Except as otherwise specifically amended hereby, all other terms and conditions set forth in the Resolutions shall remain in full force and effect.

Accordingly, I recommend adoption of the attached resolution.

BSM/cm/sjc
Encls.

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/10/2015 RAYMOND S. DUKAKIS SECRETARY

RESOLUTION

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

RESOLVED, that the Resolutions approved on August 21, 2025 and October 16, 2025 (collectively, the "Resolutions"), which authorized the County of Westchester (the "County"), acting by and through Westchester Community College (the "College"), to enter into an agreement (the "Agreement") with Port Chester – Rye Union Free School District (the "School District"), pursuant to which the College was to provide college-level courses in Health and Fitness for Life to Students at Port Chester High School (the "Services"), for a term commencing on September 1, 2025 and continuing through August 30, 2026, for a total amount not-to-exceed \$42,335.00, to be paid by the School District to the County, are hereby amended in order to correct the description of the Services to indicate that the College will be providing college-level courses to Port Chester High School Students who participate in the Smart Scholars Grant Program; and be it further

RESOLVED, that except as otherwise specifically amended hereby, all other terms and conditions set forth in the Resolutions shall remain in full force and effect; 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	Potential Revenue Dollars
							\$

Budget Funding Year(s) Start Date End Date
(must match resolution)

Funding Source

Tax Dollars _____

State Aid _____

\$0.00

Federal Aid _____

(must match resolution)

Other: (Revenue)_____

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/04/2025 - RAYMOND SCULKY, SECRETARY