



**WESTCHESTER
COUNTY CLERK**
Timothy C. Idoni

110 Dr. Martin Luther King, Jr. Blvd., White Plains, NY 10601

MEMORANDUM

#ONBASE 112642

TO: Board of Acquisition and Contract

FROM: Timothy C. Idoni
County Clerk

Marguerite C. Beirne
Chief Information Officer
Department of Information Technology

DATE: December 3, 2025

RE: Authorization for the County of Westchester to amend an agreement with New York State Industries for the Disabled, Inc. ("NYSID") for the provision of data imaging services to the County Clerk's Office, for a term commencing on January 1, 2024 and continuing through December 31, 2025, with the County having the sole option to extend the term by up to two (2) consecutive one-year periods, in order to exercise its first option to extend the term of the Agreement for one year, commencing on January 1, 2026 through December 31, 2026.

On November 30, 2023, your Honorable Board authorized the County of Westchester (the "County"), acting by and through the Westchester County Clerk's Office ("County Clerk's Office"), to enter into an agreement (the "Agreement") with New York State Industries for the Disabled, Inc. ("NYSID"), 11 Columbia Circle Drive, Albany, New York, for the provision of data imaging services (the "Services"), on an as needed basis, for a term commencing on January 1, 2024 and continuing through December 31, 2025 (the "Initial Term"), for a total aggregate amount of \$29,917.75, with the County having the sole option to extend the term thereof by up to two (2) consecutive one (1) year periods thereafter (the "Option Terms"), for a total aggregate amount of \$31,678.75 for the Option Terms; and to exempt NYSID from the County's Performance and Payment Bond requirement. The Agreement was subsequently executed.

NYSID has been performing satisfactorily under the Agreement and the County Clerk's Office desires to exercise the first of its two options to extend the term of the Agreement by one additional year, commencing on January 1, 2026 and continuing through December 31, 2026. Accordingly, authority is hereby requested from your Honorable Board for the County Clerk's Office to amend the Agreement ("First Amendment") in order to exercise the first of its two options to extend the

term of the Agreement by one additional year, commencing on January 1, 2026 and continuing through December 31, 2026, for a not-to-exceed amount of \$15,619.25.

Except as otherwise specifically amended hereby, all remaining terms and conditions of the Agreement shall remain in full force and effect upon the parties.

Accordingly, we respectfully request approval of the attached Resolution.

TCI/CA/cmc

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/18/2025 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Upon a communication from the County Clerk and the County Chief Information Officer, be it hereby

RESOLVED, that the County of Westchester (the “County”) is hereby authorized to amend (the “First Amendment”) the contract with New York State Industries for the Disabled, Inc. (“NYSID”), 11 Columbia Circle Drive, Albany, New York, for the provision of data imaging services to the Office of the County Clerk, on an as needed basis (the “Services”), for a term commencing on January 1, 2024 and continuing through December 31, 2025 (the “Initial Term”), with the County having the sole option to extend the term thereof by up to two (2) consecutive one-year periods (the “Option Terms”), in order for the County to exercise the first (1st) of its two (2) options to extend the term of the Agreement for one additional year, commencing on January 1, 2026 and continuing through December 31, 2026 (“First Option Term”); and be it further

RESOLVED, that under the First Amendment, NYSID will be paid, subject to appropriations, a total not-to-exceed amount of \$15,619.25 for services rendered on an as needed basis during the First Option Term; and be it further

RESOLVED, that except as otherwise specifically amended hereby, all remaining terms and conditions of the Agreement shall remain in full force and effect upon the parties; and be it further

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

Account to be Charged/Credited

Fiscal Year	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub-object	Trust Account	Dollars
2026	101	21	0300	4420		\$15,619.25

Budget Funding Year(s) 2026 **Start Date** 1/1/2026 **End Date** 12/31/2026
(must match resolution)

Funding Source

Tax Dollars \$15,619.25

State Aid _____

Federal Aid _____

Other _____

\$15,619.25

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/18/2025 - RAYMOND SCULKY, SECRETARY