

113962

DATE June 18, 2026

TO: Board of Acquisition and Contract

FROM: Blanca P. Lopez, M.S.
Commissioner of Planning

SUBJECT: Resolution authorizing a First Amendment to an agreement between the County of Westchester and AKRF, Inc., in order to extend the expiration date set forth therein from July 14, 2026 to December 31, 2027, for the provision of on-call planning consultant services in support of Planning Department programs

By resolution approved on July 17, 2025, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement (the "Agreement") with AKRF, Inc. for the provision of on-call planning consultant services to support Planning Department programs, including Housing and Community Development, Environmental Planning and Flood Mitigation, Land Use Planning, Design, and Transportation Planning (the "Project"). Pursuant to the terms of the Agreement, AKRF, Inc. is required to prepare status reports and submit deliverables in accordance with a schedule established by County staff. In consideration for these services, the County agreed to pay AKRF, Inc. an amount not to exceed \$100,000 pursuant to an approved budget. The term of the Agreement commenced on July 15, 2025, and continues through July 14, 2026. The Agreement was subsequently executed.

The parties now wish to amend the Agreement to extend the expiration date from July 14, 2026 to December 31, 2027. This extension will allow the County to continue to utilize AKRF, Inc. for on-call planning consultant services without interruption and to ensure continuity in support of ongoing Planning Department initiatives. Except as specifically amended herein, all other terms and conditions of the agreement shall remain in full force and effect.

The goal and objective of this amendment is to ensure continuity of services that support fiscal responsibility, safety and security, environmental protection, and effective planning operations for the benefit of Westchester County residents. The program will continue to be overseen by staff from the Westchester County Department of Planning, who will review all deliverables and payment requests to ensure compliance with contractual obligations.

Authority to exempt the proposed amendment from the requirements of the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof, has been submitted for your Honorable Board's consideration via a separate resolution of even date herewith.

I recommend approval of this amendment.

BPL/sd/je

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/02/2026 - RAYMOND SCULKY, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED: That the County of Westchester (the “County”) is hereby authorized to amend its agreement (the “Agreement”) with AKRF, Inc. (the “Consultant”), pursuant to which the Consultant provides on-call planning consultant services to support Planning Department programs, including Housing and Community Development, Environmental Planning and Flood Mitigation, Land Use Planning, Design, and Transportation Planning, in order to extend the term of the Agreement from July 14, 2026 to December 31, 2027; and be it further

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

RESOLVED: That the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate purposes hereof.

Original Agreement	\$ 100,000.00
This Amendment	\$ <u>0.00</u>
Total	\$100,000.00

AGREEMENT NUMBER: C-PL-25-613

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
101	19	0100	4380	n/a	\$0.00

Budget Funding Year(s) FY 2025 Start Date July 15, 2025 End Date December 31, 2027
 (must match resolution)

Funding Source Tax Dollars \$0.00

State Aid _____

\$0.00 Federal Aid _____

(must match resolution)

Other _____