

ONBASE ID #112329

TO: Honorable Board of Acquisition and Contract

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

DATE: October 24, 2025

RE: Resolution to exempt from the Westchester County Procurement Policy, pursuant to Sec. 3(a)xxi thereof, the procurement of an amendment to agreement with White Plains Bus Company, Inc., d/b/a Suburban Paratransit Service, Inc., to increase the not to exceed amount under the agreement by \$73,368.00, from \$73,062,500.00 to \$73,135,868.00, in order to require WPBC to operate traditional paratransit service within the County on Thanksgiving and Christmas holidays for calendar year 2025

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy (the "Policy"), pursuant to Sec. 3(a)xxi thereof, the procurement of an amendment ("Third Amendment") to agreement with White Plains Bus Company, Inc., d/b/a Suburban Paratransit Service, Inc. ("WPBC"), to increase the not to exceed amount under the agreement by \$73,368.00, from \$73,062,500.00 to \$73,135,868.00, in order to require WPBC to operate traditional paratransit service within the County on Thanksgiving and Christmas holidays for calendar year 2025, at a rate not to exceed \$36,689.00 per day (\$73,368.00 for both days).

Contract # DOTOP03-22 was awarded to WPBC following the solicitation of traditional paratransit services by the County, acting by and through its Department of Public Works and Transportation, ("Department" or "DPW&T"), pursuant to a request for proposal ("RFP") dated June 25, 2021, soliciting traditional paratransit services with technology enhancements, in compliance with the Americans with Disabilities Act of 1990 (ADA), as amended, and Section 15-c of the NYS Transportation Law. Pursuant to the terms of the RFP, traditional paratransit services were to be served to County residents with disabilities in need of traditional paratransit services, including County holidays except, except for the Thanksgiving and Christmas holidays.

Since the new Liberty Lines contract went into effect on January 1, 2025, requiring fixed-route bus service on Thanksgiving and Christmas holidays, as a result, it is now required that Westchester County offers complementary paratransit service on those days to conform with mandates of the Americans with Disabilities Act of 1990 (ADA) service requirements. The County is requesting approval from your Honorable Board to require WPBC to operate on Thanksgiving and Christmas 2025 at a rate not to exceed \$36,689.00 per day (\$73,368.00 for both days).

Ordinarily, under Section 5 of the Policy, the County is required to solicit written or oral quotations from no fewer than three persons customarily providing such goods or services and, if deemed appropriate, to inquire as to the qualifications and experience of such persons. However, procuring such services from other providers for an additional cost, while WPBC can provide such services under Contract # DOTOP03-22 is not an efficient use of County resources or otherwise cost effective and therefore not in the best interests of the County.

Pursuant to Section 3(a)xxi thereof, the Policy is not applicable to any procurement for which this Board determines, by resolution passed prior to commencing such procurement, that compliance with the Policy would not be in the best interest 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 Third Amendment from the Policy.

Accordingly, a Resolution to exempt the procurement of this Third Amendment for the provision of paratransit services during the Thanksgiving and Christmas holidays for calendar year 2025 is hereby submitted for your Honorable Board's consideration.

HJG/cmc
Attachment

RESOLUTION

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

RESOLVED, that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting written or oral price quotations, is neither cost effective nor expedient, and accordingly, not in the best interest of the County of Westchester in connection with the procurement of an amendment ("Third Amendment") to an agreement (Contract # DOTOP03-22) with White Plains Bus Company, Inc., d/b/a Suburban Paratransit Service, Inc. ("WPBC") to increase the not to exceed amount thereunder by \$73,368.00, from \$73,062,500.00 to \$73,135,868.00, in order to require WPBC to operate traditional paratransit service within the County on Thanksgiving and Christmas holidays for calendar year 2025.

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/07/2025 - RAYMOND SCUDIER, SECRETARY