



Memorandum

Department of Parks, Recreation
& Conservation

ID 112712

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner

DATE: December 17, 2025

SUBJECT: Resolution to Award to the Low Bidder
Contract No. PRC-1486-R
Service Contract for Inspection, Testing and Servicing of Wet and Dry Sprinkler
Systems and Ansul Systems for Various Parks, Recreation and Conservation
Facilities in Westchester County, New York
Contractor: Encore Holdings LLC dba Encore Fire Protection
Amount: \$482,506.00

On December 17, 2025, three (3) bids were received and opened for Contract No. PRC-1486-R for Service Contract for Inspection, Testing and Servicing of Wet and Dry Sprinkler Systems and Ansul Systems for Various Parks, Recreation and Conservation Facilities in Westchester County, New York.

Three (3) contractors submitted bids for this project, one of which was unresponsive to part of the Bid Request. The project was advertised in the Journal News (Westchester-Putnam Edition), and was posted and viewed by fourteen (14) entities on the BidNet Direct website.

The bids were reviewed by the Department and it was determined that Encore Holdings LLC dba Encore Fire Protection submitted the low bid in the amount of \$482,506.00.

The bidder has been investigated and it has been found that Encore Holdings LLC dba Encore Fire Protection:

- ☒ Performed satisfactory work in the past for the County.
☐ Past experience has been investigated and found satisfactory.

Funds for this project are available in the:

- ☐ Capital Budget
☐ Non-Recurring Budget
☒ Operating Budget

The objective of this contract is to maintain the operation of sprinkler and ansul fire protection systems throughout the Department of Parks, Recreation, and Conservation facilities.

This contract is in the public's best interest because it will promote health and safety of the general public by providing for safe and code compliant systems.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's on-line financial system. These records will be easily accessible by Finance, Budget and department staff and will be reviewed regularly to ensure that funds are used appropriately.

This contract is for a term of five years from February 1, 2026 through January 31, 2031.

It is my recommendation that Contract No. PRC-1486-R be awarded to Encore Holdings LLC dba Encore Fire Protection in the amount of \$482,506.00 subject to appropriations.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/15/2026 - RAYMOND SCULLY SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that Contract No. PRC-1486-R for Service Contract for Inspection, Testing and Servicing of Wet and Dry Sprinkler Systems and Ansul Systems for Various Parks, Recreation and Conservation Facilities in Westchester County, New York is hereby awarded to the low bidder, Encore Holdings LLC dba Encore Fire Protection, 70 Bacon Street, Pawtucket, Rhode Island 02860 in the amount of \$482,506.00; and be it further

RESOLVED, that as set forth in the Contract No. PRC-1486-R bid specifications this contract is for a term of five (5) years from February 1, 2026 through January 31, 2031; and be it further

RESOLVED, that this contract is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Original Agreement \$482,506.00
 First Amendment \$
 This Amendment \$
 TOTAL \$482,506.00

Agreement # PRC-1486-R

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars	
165	42	2000	4380		\$88,459.20	2026
165	42	2000	4380		\$96,501.20	2027
165	42	2000	4380		\$96,501.20	2028
165	42	2000	4380		\$96,501.20	2029
165	42	2000	4380		\$96,501.20	2030
165	42	2000	4380		\$8,042.00	2031

Budget Funding Year(s) 2026-2031 Start Date 2/1/2026 End Date 1/31/2031

(must match resolution)

Funding Source Tax Dollars X

State Aid _____

\$482,506.00 Federal _____

(must match resolution)

Other _____