



Kenneth W. Jenkins  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

111409

DATE: July 1, 2025

TO: Board of Acquisition and Contract

FROM: Leonard G. Townes  
Commissioner, Department of Social Services

RE: Authority to enter into a license agreement with Hercules Corp., pursuant to which it will be given a revocable license for the use of the laundry room in the building at 21 Fountain Place in New Rochelle, New York, which room shall be used solely for the purpose of installing and operating card-metered laundry equipment, for the period from July 1, 2025 through May 31, 2027, with the licensee paying the County ninety percent (90%) of all gross receipts collected in excess of \$2,250.00 per quarter, with said amount being comprised of \$750.00 per month.

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Authority is requested for the County of Westchester (the "County") to enter into an agreement with Hercules Corp. ("Hercules"), pursuant to which Hercules will be given a revocable license for the use of the laundry room in the building at 21 Fountain Place in New Rochelle, New York, (the "Facility") which room shall be used solely for the purpose of installing and operating card-metered laundry equipment (the "License Agreement" DSS3049-25).

The License Agreement will be for the period from July 1, 2025 through May 31, 2027.

The License Agreement will specify that Hercules is to pay to the County ninety percent (90%) of all gross receipts collected in excess of \$2,250.00 per quarter, with said amount being comprised of \$750.00 per month.

Westhab, Inc. ("Westhab") entered into an agreement with 21 Fountain Place, LLC (the "Lessor"), dated March 20, 2019, pursuant to which the Lessor leased to the Westhab the Facility for a period commencing on April 1, 2019 and continuing through December 31, 2028 (the "Lease Agreement").

Subsequently, Westhab entered into an agreement with Hercules for the provision of laundry facilities at the Facility, with the agreement having a term that commenced on June 1, 2020 and was to continue through May 31, 2027 (the "Laundry Agreement").

Westhab and the County are in the process of assigning the Lease Agreement from Westhab to the County, effective July 1, 2025 (the "Lease Assignment Agreement").

If the proposed Lease Assignment Agreement is executed, Westhab would no longer have a property interest in the Premises and, therefore, Westhab would no longer have a need for the Laundry Agreement. Accordingly, Westhab would look to end the Laundry Agreement. However, the County desires to continue to have Hercules provide laundry facilities at the Facility, through the period that would remain under the Laundry Agreement. Therefore, the County is seeking to enter into the proposed License Agreement with Hercules. The authority to enter into the License Agreement will be subject to the County entering into the Lease Assignment Agreement.

The proposed License Agreement will serve a public purpose by providing laundry facilities at the Facility, which will facilitate the laundering of items by members of the public who are housed at the Facility.

The goal and objective of the proposed License Agreement is to provide laundry facilities at the Facility, which will facilitate the laundering of items by members of the public who are housed at the Facility.

The goal and objective of the proposed License Agreement is in the best interests of the County in terms of fiscal responsibility, as it will provide laundry facilities at the Facility, which will facilitate the laundering of items by members of the public who are housed at the Facility, without requiring payment to Hercules by the County for the provision of the laundry facilities.

The goal and objective of the proposed License Agreement will be tracked and monitored by the staff of the Department of Social Services.

The proposed License Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(b) thereof.

I respectfully recommend the adoption of the attached resolution.

LGT/DT/bdm/nn

## RESOLUTION

Upon a communication from the Commissioner of Social Services, be it hereby:

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement with Hercules Corp. ("Hercules"), pursuant to which Hercules will be given a revocable license for the use of the laundry room in the building at 21 Fountain Place in New Rochelle, New York, (the "Facility") which room shall be used solely for the purpose of installing and operating card-metered laundry equipment (the "License Agreement," DSS3049-25); and be it further

RESOLVED, that the License Agreement shall be for the period from July 1, 2025 through May 31, 2027; and be it further

RESOLVED, that the License Agreement shall specify that Hercules is to pay to the County ninety percent (90%) of all gross receipts collected in excess of \$2,250.00 per quarter, with said amount being comprised of \$750.00 per month; and be it further

RESOLVED, that the authority to enter into the License Agreement will be subject to the County entering into an agreement to take an assignment of the lease for the Facility; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to take such action and execute such documents as may be necessary and appropriate to effectuate the purposes of this resolution.

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1. Account to be Charged/Credited:

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2025	101	22	8900	9690		TBD
2026	101	22	8900	9690		TBD
2027	101	22	8900	9690		TBD

2. Budget Funding Year(s): 2025

Start Date: July 1, 2025 End Date: May 31, 2027  
(must match resolution)

3. Funding Source:

Federal	N/A	CFDA#(s) N/A			
State	N/A	State ID#(s)			
Operating/Tax Levy	N/A				
Capital	N/A				

4. Total NTE: \_\_\_\_\_ (Revenue)  
(must match resolution)

APPROVED BOARD OF ACQUISITIONS CONTRACT - 01/13/2025 - RAYMOND SCULKY, SECRETARY