



County of Westchester

Board of Acquisition and Contract

Meeting Minutes

Thursday, October 3, 2024

11:00 AM

**County Executive Conference Room
Michaelian Office Building**

Roll Call

Present: Mr. Kenneth W. Jenkins, Mr. Lawrence C. Soule, and Mr. Vedat Gashi

Attendees:

First Deputy Commissioner of Finance	Cesar Vargas
Associate County Attorney	Rachel Noe
Board of Legislators	Greg Casciato
Board of Legislators	Santiago Caceres
Board of Legislators	Dylan Tragni
Secretary BAC	Joan Cocciardi

Mr. Jenkins presided.

Mr. Jenkins said, “The Board of Acquisition and Contract permits in-person access to the meeting and virtually through Webex.

For the record, has the Secretary gone to the reception area to invite any members of the public who wish to attend today’s meeting in person to come to this conference room?”

Ms. Cocciardi said, “Yes I have.”

Mr. Jenkins said, “I understand that the Budget Director wishes to speak.”

Mr. Soule said, “The Members of the Board of Acquisition and Contract received a memorandum from the Commissioner of Parks Recreation and Conservation for a declaration of emergency concerning a boiler replacement at the Westchester County Center.

The Westchester County Center currently has three Aerco boilers for heat and hot water. The facility can get by using only 1 or 2 of the boilers during the Spring, Summer and Fall. In the winter however, all 3 boilers must be operational in order to heat the building and provide hot water.

On September 13, 2024, pursuant to an inspection conducted by Johnson Controls, Inc. as required by the County’s ongoing maintenance contract number DPW22203, an

inspection on one of the three boilers at the Westchester County Center revealed that a leak exists in the heat exchanger of the inspected boiler. The damaged heat exchanger requires replacement prior to the winter months, but due to a parts backlog we have been advised that obtaining the necessary replacement parts will take roughly 14 weeks. A delay until mid-January would mean that the County would not be able to properly heat the building or provide hot water. Another option is to replace the entire boiler which we are advised by the County's contractor is the best solution as this equipment does not have the same backlog and is readily available. Replacing the entire boiler means that this repair will be completed well before the cold weather arrives avoiding any service disruption at the County Center facility.

In order to avoid disruption or cancellation of events and maintain normal operations of the Westchester County Center, the Department of Parks, Recreation & Conservation has declared an emergency situation. As an emergency, this situation cannot await competitive bidding. Parks has selected Johnson Controls, Inc. to perform Emergency HVAC Service, County Center, White Plains, New York. The emergency work includes the replacement of one (1) Aerco BMK 2000 Benchmark boiler, including all labor and materials to remove the current boiler and install the replacement boiler. Johnson Controls will remove and reinstall duct work for a rigger to move boiler and will disconnect and reconnect all gas and water piping along with breeching and provide startup by a factory service representative. A separate resolution will be submitted to your Honorable Board seeking authority to enter into the agreement with Johnson Controls."

Mr. Jenkins said, "I direct the Secretary to the Board of Acquisition & Contract to include the memo from the Commissioner of Parks as part of the minutes of today's meeting."

Mr. Jenkins asked, "Are there any other matters to be discussed?"

Mr. Gashi said, "A Happy and Sweet New Year to our Jewish Friends."

Mr. Jenkins said, "L'Shana Tova."

Acquisition & Contract.

Minutes of the meeting 9/27/24 and the SEQR Review for agenda items.

R. Sculky

Mr. Jenkins moved to receive and file the foregoing minutes and SEQR review, which were duly seconded and approved.

1. [109786](#) **County Executive** - Amend a "short form" agreement with Moving Pictures, LLC, for the provision of providing audio and technical services for virtual and live special events in 2024 for the County Executive's Office, a term commencing retroactively on 1/1/24 - 12/31/24, for an amount not to exceed \$30,000, in order to increase the not-to-exceed amount by \$10,000, for a new not-to-exceed amount of \$40,000 and to modify Schedule "A" to include the fourth event that Moving Pictures provided services to the County.

G. Latimer

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

2. [109791](#) **Finance** - Enter into an agreement with Segal Advisors, Inc. d/b/a Segal Marco Advisors for consulting services in connection with an evaluation of the Westchester County Deferred Compensation Plan's current contracts and investment menu, the preparation of Request for Proposals to be issued by the County of Westchester for the selection of an administrative agency and financial organization for the Westchester County Deferred Compensation Plan, and if necessary, the provision of transition services in the event the County switches to a new provider, for a term commencing 10/1/24 - 3/31/26, in an amount not to exceed \$62,000.

K. Hablow

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

3. [109782](#) **Planning** - Enter into an agreement with Apropos Housing Opportunities and Management Enterprise, Inc. D/B/A A-Home Inc. and Capurro Contracting Inc., for the rehabilitation of the property located at 37 Wildwood Road, Katonah in the Town of Bedford, New York, with the County to pay the Contractor, the total not to exceed an amount of \$168,000 in Landlord Tenant Assistance Program fund, and that as a condition to receiving funds, the Property Owner will maintain affordable rents for 10 years.

B. Lopez

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

4. [109769](#) **Social Services** - Enter into five (5) separate agreements with (i) Westhab, Inc. (DSS3037A-24), (ii) Family Service Society of Yonkers (DSS3037B-24), (iii) Lifting Up Westchester, Inc. (DSS3037C-24), (iv) The Guidance Center of Westchester, Inc. (DSS3037D-24), and (v) Caring for the Homeless of Peekskill Inc. (DSS3037E-24), to utilize a portion of the Grant funds in the amount not to exceed \$3,592,118, in order to provide a total of 122 units of scattered-site permanent housing units and mobile support services to 111 chronically homeless individuals and 11 chronically homeless families, for the Department's Turning Point Program, for the period from 8/1/24 - 7/31/25.

L. Townes

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

5. [109771](#) **Social Services** - Enter into agreements with the five listed shelters to provide the Coordinated Entry shelter services to homeless individuals in their respective shelter facilities under the County's Coordinated Entry Program, for the period from 3/1/24 - 2/28/25, and a total aggregate amount not to exceed \$362,741 and the individual amounts specified to be paid with federal funds received by the Department pursuant to Grant Agreement - No. NY1050L2T042308 - DSS Contract No. DSS3038-24 with the United States Department of Housing and Urban Development ("HUD") under HUD's Continuum of Care program.

L. Townes

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

6. [109774](#) **Social Services** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Katherine Marie Bailey, LCSW.

L. Townes

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

7. [109775](#) **Social Services** - Enter into an agreement (DSS2000FDC-24) with Katherine Marie Bailey, LCSW, to provide various consulting and employee wellness services for the Department of Social Services, for the term of 10/1/24 - 12/31/25, in an amount not to exceed \$68,750.

L. Townes

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

8. [109777](#) **DPW/Transportation** - Contract No. WCA 24005 for Emergency Spill Response Service, Westchester County Airport, Towns of Harrison and North Castle and Village of Rye Brook, New York. Advertise for bids.

H. Greechan

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

9. [109761](#) **DPW/Transportation** - Contract No. 24-519 for Main House Renovations, Hilltop Hanover Farm and Environmental Center, 1271 Hanover Street, Yorktown, New York. Advertise for bids.

H. Greechan

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

10. [109772](#) **DPW/Transportation** - Contract No. 19-530 with PCI Industries Corp., for Rehabilitation of Two Bronx River Parkway Bridges (North and South of Leewood Drive) Over the Bronx River (BINs 3348829 & 3348839), Town of Eastchester and City of Yonkers, New York. Approval of Construction Corp. (WBE), Blue Point, NY and Durham Fence Company Inc., Middlefield, CT, as subcontractors.

H. Greechan

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

11. [109724](#) **DEF** - Contract No. EF-2301 with ELQ Industries, Inc., New Rochelle, N.Y. for the Emergency Repair of Leaks for Westchester County Sewer and Water Districts, at various locations, Westchester County, New York, in order to cover the cost of two large unanticipated emergency repairs. Approval of Change Order No. 1 in the amount of \$750,000.

V. Kopicki

Mr. Jenkins moved the Resolution, which was duly seconded and unanimously approved.

There being no further business, the Chair declared the meeting adjourned. All approved resolutions are on file electronically with the Board of Acquisition and Contract.

I have reviewed the foregoing minutes and have found them to be correct as written.

Signed: *Joan Cocciardi*, Secretary

Dated: 10/03/2024