

111391

**TO:** Board of Acquisition and Contract

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

**DATE:** July 1, 2025

**SUBJECT:** Resolution for the County of Westchester to approve Change Order No. 1 to Contract No. 20-216 with A&J Towing & Auto Body Inc. to provide a Service Contract for Auto-Body Repair Work, Passenger Vehicles and Light Trucks, Department of Public Works, Westchester County, New York in an amount not to exceed \$200,000.00 increasing the total contract amount to \$1,032,000.00.

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By Resolution approved on December 7, 2023, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Public Works and Transportation (the "Department"), to exercise the County's option to extend the term of its agreement with A&J Towing & Auto Body Inc., 21 Saw Mill River Road, Yonkers, New York 10701 ("A&J Towing & Auto Body") designated as "Contract No. 20-216" (the "Agreement"), for one two (2) year option period, extending the term of the Agreement through April 14, 2026. The extension was subsequently executed.

Pursuant to the Agreement, A&J Towing and Auto Body provides all necessary labor, material and equipment required to perform collision repair services including the provision of auto-body repair parts on the County's passenger and light truck fleet.

This Change Order is necessary to ensure uninterrupted services to address required repairs to the County's passenger and light truck fleet. The work under this Agreement is performed on an as needed basis as collisions occur or repairs become a necessity. Due to unforeseen increase of costs of parts caused by increasing inflation and supply chain issues, the County needs additional funding to continue to utilize the services being performed under this Agreement.

As a result of the unanticipated increase in the costs of parts, the funds remaining on the contract are insufficient to cover the remaining term. The cost of the work for the remainder of the contract term is estimated to be \$200,000.00 and is based upon the percent change of recent costs and the County's requirements. Accordingly, it is necessary to increase the amount of the contract for the remainder of the term by \$200,000.00 bringing the new total amount not to exceed to \$1,032,000.00.

The objective of this Agreement is to repair damaged Department of Public Works and Transportation fleet vehicles.

This Agreement is in the public's best interest because it will promote the health and safety of the general public by ensuring that damaged County fleet vehicles are repaired to meet all safety standards.

The Department will track scheduling and accomplishments by A&J Towing and Auto Body and perform inspections to ensure the successful completion of the work.

This additional work is incidental to the original work and does not materially alter the main purpose of the contract as to constitute a new undertaking. The work is of the same nature as the initial work, is to be performed in the same general vicinity, and was unanticipated until work under the contract began.

It is requested that your Honorable Board take action on the following:

Approval of Change Order No. 1:

<b>Total Amount of Change Order No. 1</b>	<b>\$200,000.00</b>
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This Change Order has been reviewed by the Law Department and a proposed form of Resolution is attached hereto for your approval.

Approval is recommended.

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/10/2025 - RAYMOND SCULKY, SECRETARY

**CHANGE ORDER NO. 1**

Upon communication from the Commissioner of Public Works and Transportation,

**WHEREAS**, Hugh J. Greechan, Jr., P.E., Commissioner of Public Works and Transportation requests approval of Change Order No. 1 on Contract No. 20-216, between the County of Westchester and A&J Towing & Auto Body Inc., 21 Saw Mill River Road, Yonkers, New York 10701 to provide Service Contract for Auto-Body Repair Work, Passenger Vehicles and Light Trucks, Department of Public Works and Transportation, Westchester County, New York in order to amend Contract No. 20-216 and increase the contract amount by \$200,000.00 to a new amount not to exceed \$1,032,000.00 and

**WHEREAS**, this matter has been discussed by the Board; now, therefore, be it

**RESOLVED**, that said Change Order No. 1 on Contract No. 20-216 between the County of Westchester and A&J Towing & Auto Body Inc. be and the same is hereby approved in the amount of \$200,000.00; and be it further

**RESOLVED**, that all other terms and conditions of Contract No. 20-216 shall remain in full force and effect; and be it further

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

**Total Amount of Change Order No. 1 ..... \$200,000.00**

**CONTRACT AMOUNT:** \$ 832,000.00

**AMENDED CONTRACT AMOUNT:     \$ 1,032,000.00**

Upon communication from the Commissioner of Public Works and Transportation,

**WHEREAS**, this matter has been discussed by the Board; now, therefore, be it

**RESOLVED**, that all other terms and conditions of Contract No. 20-216 shall remain in full force and effect; and be it further

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

**Total Amount of Change Order No. 1 ..... \$200,000.00**

RESOLUTION

Contract No. 20-216, Change Order No. 1

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account.	Dollars
	101	46	6500	4010		\$ 120,000 (2025)
	101	46	6500	4010		\$ 80,000 (2026)

Budget Funding Year(s) 2025-2026    Start Date: June 1, 2025    End Date: April 14, 2026  
(must match resolution)

Funding Source:    Tax Dollars 100% County

State Aid \_\_\_\_\_

\$200,000.00    Federal Aid \_\_\_\_\_  
(must match resolution)

Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/10/2025 - RAYMOND SCULKY, SECRETARY