

County of Westchester

Board of Acquisition and Contract

Meeting Minutes

Thursday, July 17, 2025

11:00 AM

**County Executive Conference Room
Michaelian Office Building**

Roll Call

Present: Mr. Richard Wishnie, Mr. Vedat Gashi, and Mr. Lawrence C. Soule

Attendees:

Commissioner of Finance	Karin Hablow
Associate Chief Deputy County Attorney	Tami Altschiller
Board of Legislators	Greg Casciato
Board of Legislators	Santiago Caceres
Secretary BAC	Raymond Sculky
Assistant Secretary BAC	Joan Cocciardi

Mr. Wishnie presided.

Mr. Wishnie asked, "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?"

Mr. Sculky answered, "Yes I have."

Mr. Wishnie continued, "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 Public Works and Transportation for a declaration of emergency concerning the County Center."

On the evening of July 14, 2025, record rainfall hit Westchester County. During the rain event, the Westchester County Center in White Plains experienced flooding which caused the basement to fill with significant amounts of water impacting ground floor offices and the elevator shaft. Staff from the Departments Parks, Recreation and Conservation has since relocated equipment and supplies out of the flooded areas, and performed an initial clean-up of the site.

After further review of the location, it has been determined by Parks that additional support is needed on an emergency basis to remove any remaining water, remove damaged carpeting and sheetrock, and to clean and sanitize the area to prevent mold

infiltration. This is required in order to protect staff and the building, and facilitate the return of normal business operations of the County Center as an event space as quickly as possible. Failure to make these repairs would result in a public health hazard.

In order to protect the facility and avoid disruption of events, the Department of Public Works & Transportation has declared an emergency situation. As an emergency, this situation cannot await competitive bidding. DPW&T has selected The New Crystal Restoration Enterprises, Inc., 109 South Regent Street, Port Chester, New York, to perform emergency cleaning and restoration work. The emergency work performed under this contract will include all necessary labor, material and equipment required for removal of all residual water and dirt from the building, set-up and monitoring of drying equipment including dehumidifiers and fans, removal of damaged carpet, sheetrock, equipment and materials and applying of an anti-microbial to all affected surfaces to prevent mold.

A separate resolution will be submitted to your Honorable Board seeking authority to enter into the agreement with The New Crystal Restoration Enterprises, Inc.”

Mr. Wishnie said, “I direct the Secretary to the Board of Acquisition & Contract to include the memo from the Commissioner of Public Works and Transportation as part of the minutes of today’s meeting.”

Mr. Wishnie said, "I understand that the Budget Director wishes to make a motion.”

Mr. Soule said, “I move to add item 26, Onbase ID 111479, Authority to amend an agreement with Beatty's Services, Inc. for temporary personnel services for the Department of Social Services (DSS2000HR-25), in order to increase, by \$378,640.44, the not-to-exceed amount for the period of its initial term, from January 1, 2025 through December 31, 2025.”

Mr. Gashi seconded the motion and it was unanimously approved.

Acquisition & Contract.

Minutes of the meeting 7/10/25 and the SEQR Review for agenda items.

R. Sculky

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

1. [111384](#) **County Executive/Office for Women** - Enter into a grant agreement with the New York State Office of Children and Family Services ("OCFS") pursuant to which the County will accept a grant awarded to it by OCFS to provide non-residential support services for victims of domestic violence, for a five (5) year term from 4/1/25 - 3/31/30, for a total amount not to exceed \$331,895, consisting of federal Family Violence Prevention and Services Act funds.

K. Jenkins
R. Schlaff

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

2. [111442](#) **County Attorney** - Amend an agreement with the law firm of Abrams Fensterman, LLP, pursuant to which the Firm agreed to defend the County against claims commenced against it and to prosecute appropriate cross-claims in the action entitled *105 Mount Kisco Associates LLC, et al. v. Carozza et al., 15 Civ. 05346 (S.D.N.Y.)*, for a term commencing on 3/2/20 - 3/1/25, in an amount not-to-exceed \$400,000, payable at approved hourly rates, in order to retroactively extend the term of the agreement for one (1) additional year, from 3/2/25 - 3/1/26.

J. Nonna

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

3. [111473](#) **Emergency Services** - **1)** Enter into an agreement with the New York State Department of Health, Bureau of Emergency Medical Services to accept a grant in a total aggregate amount not to exceed \$875,000, payable at a rate not-to-exceed \$175,000 per year, in connection with the Emergency Medical Services Program Agency, for the program period 7/1/24 - 6/30/29; and **2)** enter into a Memorandum of Understanding with the Westchester Regional EMS Council, Inc. pursuant to which the County of Westchester, through its Department of Emergency Services, will serve as the EMS Program Agency to assist the Westchester Regional EMS Council, Inc. in facilitating the development and operation of an emergency medical services system in Westchester County, for a term commencing on 7/1/24 - 6/30/29.

S. Spear

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

4. [111434](#) **Planning** - Enter into an agreement with Buckhurst Fish & Jacquemart, Inc., for on-call planning consultant services to support Planning Department programs, including Housing and Community Development, Environmental Planning and Flood Mitigation, Land Use Planning, Design, and Transportation Planning, for a term commencing on 7/15/25 - 7/14/26, in an amount not to exceed \$150,000.

B. Lopez

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

5. [111435](#) **Planning** - Enter into an agreement with AKRF, Inc. for on-call planning consultant services to support various Planning Department programs, including Housing and Community Development, Environmental Planning and Flood Mitigation, Land Use Planning, Design, and Transportation Planning, for a term commencing on 7/15/25 - 7/14/26, in an amount not to exceed \$100,000.

B. Lopez

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

6. [111436](#) **Planning** - Enter into an agreement with Vanasse Hangen Brustlin, Inc. for on-call planning consultant services to support various Planning Department programs, including Housing and Community Development, Environmental Planning and Flood Mitigation, Land Use Planning, Design, and Transportation Planning, for a term commencing on 7/15/25 - 7/14/26, in an amount not to exceed \$150,000.

B. Lopez

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

7. [111445](#) **Planning** - Enter into an agreement with Caritas of Port Chester, Inc. d/b/a Meals on Main Street to provide Community Development Block Grant - COVID-19 (CDBG-CV) program funding to be used to combat food insecurity and to prevent, prepare for, and respond to the impacts of the Coronavirus pandemic on low-and moderate-income households within the 2020 Urban County Consortium. The total aggregate amount of funding shall not exceed \$200,000, for a term commencing on 7/1/25 - 6/30/26.

B. Lopez

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

8. [111447](#) **Planning** - Amend a 11/27/24 Resolution to enter into a loan agreement with Wartburg Home of the Evangelical Lutheran Church, its successors and/or assigns, or any entity created to carry out and fund the purposes of the proposed transaction in an amount not to exceed \$8,240,000 in loan funds from the County Housing Flex Fund ("HFF") Program, is hereby amended in order to amend the length of the permanent loan term to meet the requirements of the subsidy lender from a thirty (30) year term to a forty (40) year term with a construction period of three (3) years so that the HFF loan term will be forty-three (43) years.

B. Lopez

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

9. [111448](#) **Planning** - Enter into an agreement with the United States Department of the Army whereby the County will contribute \$1,400,00 to the United States Army Corps of Engineers for the design of the Garth Woods/Harney Road Ecosystem Restoration Project on the Bronx River. Under the Agreement, the estimated design cost of the project is \$4,000,000, of which \$2,600,000 will be federally funded. The remaining cost of \$1,400,000 will be contributed by the County. The term of the agreement will be from 9/1/25 -12/31/30.

B. Lopez

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

10. [111428](#) **Social Services** - Amend an agreement with The Guidance Center of Westchester, Inc., for the provision of rental assistance and supportive services for the homeless, in order to exercise the County's second sole option to renew the agreement for the one-year option period commencing on 8/1/25 - 7/31/26, in a total amount not to exceed \$1,876,290 for this second option period ("Second Amendment"; DSS3037-B-23).

L. Townes

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

11. [111382](#) **Social Services** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Westchester Institute for Human Development.

L. Townes

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

12. [111383](#) **Social Services** - Amend 2/11/16 Resolution to enter into an agreement with the Westchester Institute for Human Development for the provision of services relating to training, education, technical assistance and applied research to individuals with disabilities and their families and vulnerable children, for an initial term commencing on 1/1/15 - 3/31/18, for an amount not to exceed \$4,395,116, with automatic two (2) and five (5) year renewals through 12/31/24, subject to the parties' renewing their related sublease for the same periods, in order to (i) retroactively extend the termination date of the agreement to 3/31/25; and (ii) authorize \$347,718 in additional funding to cover the renewal periods through 3/31/25 and amend the agreement with the Westchester Institute for Human Development, in order to increase the total amount not-to-exceed by \$10,083,822 to cover the costs for the renewal periods through 3/31/25.

L. Townes

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

13. [111440](#) **Community Mental Health** - Amend a 1/16/25 Resolution to amend (individually, the "First Amendment," and collectively, the "First Amendments") nine (9) agreements with the entities listed, for the provision of addiction and opioid use disorder services, in order for the County to exercise the first (1st) of its two (2) options to extend the term of each agreement by one year, commencing on 1/1/25 -12/31/25, is hereby amended to authorize the County to increase the not-to-exceed amount under the Westchester Jewish Community Services, Inc. ("WJCS") First Amendment by \$78,086, from \$50,983 to a new revised not-to-exceed amount of \$129,069.

M. Orth

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

14. [111049](#) **College** - Enter into an agreement with the Yonkers Public Schools, acting by and through its Board of Education whereby the College shall provide School District's students with first aid and CPR certification, so as to equip them with essential skills for their future academic and career pursuits, for the period 1/1/25 - 8/31/25, whereby the College shall be paid an amount not to exceed \$8,778.15.

B. Miles

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

15. [111346](#) **College** - Renew an agreement with Aron Security Inc. DBA Arrow Security for one (1) year, for the provision of security services at the College, for the period from 9/1/25 - 8/31/26, in an amount not to exceed \$3,118,921.04, for a total amount not to exceed \$9,973,795.48 for the Second Option Period.

B. Miles

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

16. [111373](#) **College** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with Ivy.ai, Inc.

B. Miles

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

17. [111374](#) **College** - Enter into an agreement with Ivy.ai, Inc., for the provision of Chatbot services in order to provide 24/7 automated AI generated answers to questions from current and potential students about the College, for a term commencing on 6/1/25 - 5/31/30, in an amount not to exceed \$166,840.

B. Miles

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

18. [111380](#) **College** - Contract No.WCC-25-960 for Roof Replacement, Phase VIII - Knollwood Building, Westchester Community College, Valhalla, New York. Advertise for bids.

B. Miles

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

19. [111444](#) **College** - Pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, to exempt from procurement an agreement with ADP, Inc. (formerly ADP, LLC).

B. Miles

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

20. [111443](#) **College** - Enter into a first amendment with ADP, Inc. (formerly ADP, LLC) ("ADP" or "Contractor"), pursuant to which ADP, Inc. shall provide payroll services, tax services, and W-2 services, for the period from 1/1/20 - 12/31/24, in an amount not to exceed \$200,000, in order to extend the term of the agreement through 12/31/25, and to increase the total not-to-exceed amount to \$236,000, based on per transaction charges.

B. Miles

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

21. [111425](#) **Probation** - Enter into a grant agreement, known as Contract No. C485203 with the New York State Division of Criminal Justice Services ("DCJS") in order to accept a grant in an amount not to exceed \$75,000 for the Department to operate the Statewide Targeted Reductions in Intimate Partner Violence ("STRIVE") program, for the period commencing on 3/1/25 - 3/31/26.

R. Pozzi

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

22. [111441](#) **Parks** - Enter into an agreement with Davey Resource Group, Inc., ("Davey"), 1500 North Mantua St., Kent, OH 44240, pursuant to which Davey will investigate urban tree canopy change for the entire County of Westchester, conduct a park-wide tree inventory of all trees near infrastructure, and develop a long-term tree management plan, for a term commencing upon contract execution by both parties and continuing for a period of two (2) years thereafter, for an amount not to exceed \$420,000.

K. O'Connor

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

23. [111375](#) **DEF** - Contract No. EF-1902-1st Extension with National Water Main Cleaning Co. Sewer System for on Call Cleaning and Televising Westchester County Sewer and Water Districts Various Locations throughout Westchester County, New York. Approval of Change Order No. 2 in the amount of \$150,000.

V. Kopicki

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

24. [111420](#) DEF - Contract No. EF-2301 with ELQ Industries, Inc., Emergency Repair of Leaks for Westchester County Sewer and Water Districts, Various locations throughout Westchester County, New York. Approval of Change Order No. 2 in the amount of \$900,000.

V. Kopicki

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

25. [111437](#) DEF - Contract No. EF-2503 for Sewer System On Call Cleaning And Televising, Westchester County Sewer Districts, Various Locations Throughout Westchester County, N.Y. Advertise for bids.

V. Kopicki

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

26. [111479](#) Social Services - Amend an agreement with Beatty's Services, Inc., for temporary personnel services for the Department of Social Services (DSS2000HR-25), in order to increase, by \$378,640.44, the not-to-exceed amount for the period of its initial term, from 1/1/25 - 12/31/25.

L. Townes

Mr. Wishnie 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: *Raymond Sculky*, Secretary

Dated: 07/17/2025

DATE: July 14, 2025

TO: Honorable Members of the Board of Acquisition and Contract
Clerk of the Board of Legislators

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

SUBJECT: Declaration of Emergency Situation
Emergency Cleaning Services
Westchester County Center
198 Central Avenue, White Plains, New York

On the evening of July 14, 2025, record rainfall hit Westchester County. During the rain event, the Westchester County Center ("County Center") in White Plains experienced flooding which caused the basement to fill with significant amounts of water impacting ground floor offices and the elevator shaft. Staff from the Departments Parks, Recreation and Conservation ("PRC") has since relocated equipment and supplies out of the flooded areas, and performed an initial clean-up of the site.

After further review of the location, it has been determined by PRC that additional support is needed on an emergency basis to remove any remaining water, remove damaged carpeting and sheetrock, and to clean and sanitize the area to prevent mold infiltration. This is required in order to protect staff and the building, and facilitate the return of normal business operations of the County Center as an event space as quickly as possible. Failure to make these repairs would result in a public health hazard.

In order to protect the facility and avoid disruption of events, the Department of Public Works & Transportation ("DPW&T") has declared an emergency situation. As an emergency, this situation cannot await competitive bidding. DPW&T has selected The New Crystal Restoration Enterprises, Inc., 109 South Regent Street, Port Chester, New York, to perform emergency cleaning and restoration work. The emergency work performed under this contract will include all necessary labor, material and equipment required for removal of all residual water and dirt from the building, set-up and monitoring of drying equipment including dehumidifiers and fans, removal of damaged carpet, sheetrock, equipment and materials and applying of an anti-microbial to all affected surfaces to prevent mold.

A separate resolution will be submitted to your Honorable Board seeking authority to enter into the agreement with The New Crystal Restoration Enterprises, Inc.