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June 9, 2011

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor, Commissioner  
Parks, Recreation and Conservation

RE: Authorization to award Contract PRC-740 to J.C. Ehrlich Co., Inc. for Pest Prevention/Extermination Services at Various Department of Parks, Recreation and Conservation Facilities during the period June 24, 2011 through June 23, 2016 for a total amount not to exceed \$195,820.00

On February 3, 2011, your Honorable Board authorized the County to seek bids for pest control/exterminating service to control insects and rodents at various Department of Parks, Recreation and Conservation (PRC) facilities. The bidders were required to provide prices for regularly scheduled pest prevention services at twenty PRC facilities. They were also required to provide a separate hourly rate for treatment/control at additional sites or facilities and a separate lineal foot rate for "as needed" services for termite control. In addition to publishing the bid documents on the Hudson Valley Municipal Purchasing Group website and the Department of Public Works website, a legal notice was placed in The Journal News and a copy of the Notice to Contractors was sent to seven prospective vendors.

Of the seventeen companies that viewed the bid documents, on June 1, 2011, J.C. Ehrlich Co., Inc., ("Ehrlich") 500 Spring Ridge Drive, Reading, Pennsylvania 19612-3848, was the only company to submit a bid. The County has utilized the services of this contractor in the past and found its services to be satisfactory.

Two companies that viewed the bid documents were contacted to determine why they had not submitted bids. One company expressed its opinion that the bid documents and requirements were intimidating, with too much paperwork required. The other contractor missed the submission date.

The bid specifications require the contractor to conform to all Federal, State DEC and Westchester County laws regarding pesticide use on County lands, including, but not limited to, the County Pesticide Reduction Law and Chapter 690 and Chapter 691 of the Laws of the County of Westchester. In addition, whenever a chemical pesticide is to be used it must be the pesticide with the least acute and chronic effects of possible choices available.

The objective of this contract is to treat and control insects and rodents at Department of Parks, Recreation & Conservation facilities. This agreement will benefit the public as it will ensure the prompt treatment of pests thereby promoting the health and safety of the attending public. The failure to address any pest control problems can result in damage to facilities and a reduction in attendance. The objective of this agreement will be monitored through service reports and interaction with facility staff members.

Authorization is hereby requested to award Contract PRC-740 to J.C. Ehrlich Co., Inc. for Pest Prevention/Extermination Services at Various Department of Parks, Recreation and Conservation Facilities during the period June 24, 2011 through June 23, 2016 for a total amount not to exceed \$195,820.00, which includes an annual amount not to exceed \$20,000.00 for additional services, as needed, all in accordance with the terms of the contract.

A resolution is attached for your favorable consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT 06/25/2011 PRIMARY VIEW SECRETARY

## RESOLUTION

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

**RESOLVED**, that the County of Westchester is authorized to award Contract PRC-740 to J.C. Ehrlich Co., Inc., 500 Spring Ridge Drive, Reading, Pennsylvania 19612-3848 for Pest Prevention/Extermination Services at Various Department of Parks, Recreation and Conservation Facilities during the period June 24, 2011 through June 23, 2016; and be it further

**RESOLVED**, that the Contract shall be for an amount not to exceed \$195,820.00; and be it further

**RESOLVED**, this Agreement is subject to County appropriations; and be it further

**RESOLVED**, 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 empowered to execute any and all instruments and take such other actions as may reasonably be necessary to effectuate the purposes thereof.

Original Agreement \$195,820  
 First Amendment \$  
**This Amendment** \$  
 TOTAL \$195,820

Agreement # PRC-740

Account to be  
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	2000	4380		\$17,662	2011
165	42	5520	4380		\$ 1,920	2011
165	42	2000	4380		\$35,324	2012
165	42	5520	4380		\$ 3,840	2012
165	42	2000	4380		\$35,324	2013
165	42	5520	4380		\$ 3,840	2013
165	42	2000	4380		\$35,324	2014
165	42	5520	4380		\$ 3,840	2014
165	42	2000	4380		\$35,324	2015
165	42	5520	4380		\$ 3,840	2015
165	42	2000	4380		\$17,662	2016
165	42	5520	4380		\$ 1,920	2016

Budget Funding Year(s) 2011-2016 Start Date 6/24/11 End Date 6/23/16

(must match resolution)

Funding Source Tax Dollars \_\_\_\_\_ x \_\_\_\_\_

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

\$195,820 Federal Aid \_\_\_\_\_

(must match resolution)

Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITIONS CONTRACT # 2010/2011 - JOMARY VIEIRA, SECRETARY