

23125

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire
Commissioner of Social Services

DATE: November 15, 2011

SUBJECT: Resolution to Award to the Low Bidder
Contract No.: DSS 601-12
Security Escort Services for DSS Child Welfare Staff
Contractor: NJB Security Services, Inc.
Amount: \$587,496.00

On November 9, 2011, four (4) bids were received and opened for Contract No. DSS 601-12 Security Escort Services for DSS Child Welfare Staff.

The bids were reviewed and it was determined that NJB Security Services, Inc. submitted the low bid in the amount of \$587,496.00.

The low bidder has been investigated and it has been found that NJB Security Services, Inc.:

- Performed satisfactory work in the past for the County.
 Past experience has been investigated and found satisfactory.

Funds for this project are available in the:

- Capital Budget
 Non-Recurring Budget
 Operating Budget

Authority is requested for the County of Westchester to award the contract to the lowest responsible Bidder for the provision of escort services for Child Welfare staff performing home visits for the period **January 1, 2012 through December 31, 2014** in an amount not-to-exceed **\$587,496** (the "Agreement") with the County having the option to extend this Agreement for up to three (3) additional one (1) year terms by notifying the successful bidder sixty (60) days prior to the end of the then existing current term.

The amount to be paid to the Contractor during the option periods shall increase by 2% of the total per year, subject to an approved budget and subject to appropriation.

The successful bidder will be required to furnish a Performance and Payment Bond, cash, certified check or irrevocable letter of credit in the amount of 30% of the total annual Lump Sum Bid.

The objective of this contract is to provide Security Escorts to accompany DSS Child Welfare staff, including Child Protective, Preventive Service and Foster Care, out of the office to make contact with DSS customers in the community.

This contract is in the public's best interest because it will enable child welfare staff to make contact with DSS customers in unsafe areas.

DSS will monitor the contractor to ensure compliance with contract terms and to ensure the successful completion of this contract.

It is recommended that Contract No. DSS 601-12 be awarded to NJB Security Services, Inc. in the amount of \$587,496.

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/15/2011 - JOMAR VIEIRA, SECRETARY

RESOLUTION

CONTRACT NO. DSS 601-12

Upon communication from the Commissioner of the Department of Social Services, be it

RESOLVED, that Contract No. DSS 601-12 Security Escort Services for DSS Child Welfare Staff, be and is hereby awarded to the low bidder, NJB Security Services, Inc., 44 South West Street, Mount Vernon, N.Y. in the amount of \$587,496 for the period January 1, 2012 through December 31, 2014 with the County having the option to extend this Agreement for up to three (3) additional one (1) year terms by notifying the successful bidder sixty (60) days prior to the end of the then existing current term; and be it further

RESOLVED, that the amount to be paid to the Contractor during the option periods shall increase by 2% of the total per year, subject to an approved budget and subject to appropriation; and be it further

RESOLVED, that the successful bidder will be required to furnish a Performance and Payment Bond, cash, certified check or irrevocable letter of credit in the amount of 30% of the total annual Lump Sum Bid; and be it further.

RESOLVED, that this contract is subject to County appropriations; and be it further

RESOLVED, that 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 authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
2012	101	22	5000	4420	-----	\$195,832
2013	101	22	5000	4420	-----	\$195,832
2014	101	22	5000	4420	-----	\$195,832

Budget Funding Year(s) 2012-2014 **Start Date:** January 1, 2012 **End Date:** December 31, 2014
(must match resolution)

Funding Source: **Tax Dollars: 29%**

State Aid: 26%

\$587,496 **Federal Aid: 45%**

Other: