

ID 25978

April 2, 2012

TO: Board of Acquisition and Contract

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

RE: Authority to enter into a license agreement with Powell Catering Services, Inc., 58 Halstead Avenue, Harrison, New York 10528 for the operation of the food and refreshment concession at Kensico Dam Plaza, Valhalla, New York for the period May 1, 2012 through December 31, 2016

Authority is hereby requested for the County of Westchester, acting by and through the Department of Parks, Recreation and Conservation to enter into a license agreement with Powell Catering Services, Inc., 58 Halstead Avenue, Harrison, New York 10528 for the operation of a food and refreshments concession at Kensico Dam Plaza, Valhalla, New York for the period May 1, 2012 through December 31, 2016, with the sole option of the County to extend the agreement for an additional period of five years for a license fee to be negotiated.

For the privilege of operating the food and refreshment concession, Powell Catering Services, Inc., shall pay to the County the following license fees:

<u>Period</u>	<u>License Fee</u>
May 1, 2012 through December 31, 2012	\$12,500
January 1, 2013 through December 31, 2013	\$14,500
January 1, 2014 through December 31, 2014	\$16,000
January 1, 2015 through December 31, 2015	\$18,000
January 1, 2016 through December 31, 2016	\$19,000

In addition to the above license fees, Powell Catering Services, Inc., will professionally clean and paint the interior of the concession and paint the exterior of the concession building, furnish and install a new floor, complete electrical repairs and furnish and install new fluorescent lighting for a total estimated cost of \$12,200. All repairs will be completed no later than December 31, 2012. In addition Powell Catering Services, Inc. will also purchase new furnishings and equipment to upgrade the concession operation at an estimated cost of \$32,570 which shall remain the property of Powell Catering Services, Inc.

Although licenses are exempt from the County's Procurement Policy pursuant to section 3(b) therein, a Request for Proposals was developed. The RFP was also advertised in the Journal News and on the Westchester County and Westchester County Department of Parks, Recreation and Conservation websites and notification was sent to more than sixty potential proposers.

In response to the RFP, a total of three proposals were received. Powell Catering Services, Inc. offered the highest license fee along with offering the most comprehensive business plan and improvements to the concession.

The goal of this agreement is to provide revenue for the County and services for food and refreshments for park patrons. The objective of this agreement will be tracked and monitored by observations and interactions with staff and site visits.

This agreement is exempt from the Westchester County procurement policy pursuant to Section 3(b), thereof.

Accordingly, approval of the attached resolution by your Honorable Board is most respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/26/2019 - JOMBY VIEIRA SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into a license agreement with Powell Catering Services, Inc. 58 Halstead Avenue, Harrison, New York 10528, for the operation of the food and refreshment concession at Kensico Dam Plaza, Valhalla, New York for the period May 1, 2012 through December 31, 2016, with the sole option of the County to extend the agreement for an additional period of five years for a license fee to be negotiated; and be it further

RESOLVED, that for the privilege of operating the food and refreshment concession, Powell Catering Services, Inc. shall pay to the County the following license fees:

<u>Period</u>	<u>License Fee</u>
May 1, 2012 through December 31, 2012	\$12,500
January 1, 2013 through December 31, 2013	\$14,500
January 1, 2014 through December 31, 2014	\$16,000
January 1, 2015 through December 31, 2015	\$18,000
January 1, 2016 through December 31, 2016	\$19,000; and be it further

RESOLVED, Powell Catering Services, Inc. shall will professionally clean and paint the interior of the concession, paint the exterior of the concession building, furnish and install a new floor, complete electrical repairs and furnish and install new fluorescent lighting at a total estimated cost of \$12,200; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments necessary to implement this Resolution.

Original Agreement \$ 80,000
 First Amendment \$
This Amendment \$
 TOTAL \$ 80,000

Agreement #

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	5050	9246		\$ 12,500	2012
165	42	5050	9246		\$ 14,500	2013
165	42	5050	9246		\$ 16,000	2014
165	42	5050	9246		\$ 18,000	2015
165	42	5050	9246		\$ 19,000	2016

Budget Funding Year(s) 2012-2016 Start Date 5-1-12 End Date 12-31-16
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
\$80,000 Federal Aid _____
 (must match resolution) Other PRC Revenue

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/28/2012 - JOHANNY VIEIRA, SECRETARY