

ID28424

August 1, 2012

TO: Board of Acquisition and Contract

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

RE: Authorization to award Contract No. PRC-866 to State Payroll Pick-Up Service, Inc., 825 Nassau Road, Uniondale, New York 11553 for Armored Car Services for Pick-Up of Daily Receipts at Various Departments of Parks, Recreation and Conservation Facilities for the period August 23, 2012 through April 22, 2017 in an amount not to exceed \$411,605

On May 17, 2012, your Honorable Board authorized the County to seek bids for armored car services for pick-up of daily receipts at various Department of Parks, Recreation and Conservation ("PRC") facilities ("Armored Car Bid"). The bidders were required to provide per pick-up prices along with an estimated annual and total contract amount for regularly scheduled armored car pick-up services at fifteen PRC facilities. The Armored Car bid was advertised in the Journal News (Southern Edition). In an effort to increase the number of prospective bidders, the Department also sent a copy of the Bid Notice to seven (7) prospective vendors and thirteen (13) vendors were also notified through the Hudson Valley Municipal Purchasing Group ("HVM") website. Six companies viewed the bid documents through the HVM website.

State Payroll Pick-Up Service, Inc. ("State Payroll"), the current service provider, was the sole bidder. The Department has been very satisfied with the service of State Payroll and recommends without hesitation, that they be awarded the contract.

This contract is in the public's best interest because it will promote the safety of the general public by ensuring not only the secure transport of County funds but also the safety and security of the facilities and their personnel. Expenditures made pursuant to the proposed contract will be monitored by PRC staff through the County's on-line financial system. These records will be easily accessible by Finance, Budget and PRC staff and will be reviewed regularly to ensure that funds are expended appropriately.

It should be noted that bids for this work were previously solicited in March, 2012 and your Honorable Board authorized an award for the services on April 5, 2012; however, due to issues with the performance security requested under the March, 2012 bid document, a contract was never executed. Subsequently, a new bid was issued pursuant to the resolution approved by your Honorable Board on May 17, 2012. The attached resolution will supersede the award made under the April 5, 2012 resolution.

I recommend that Contract No. PRC-866 for Armored Car Services for Pick-Up of Daily Receipts at Various Department of Parks, Recreation and Conservation Facilities, be awarded to State Payroll Pick-Up Service, Inc. in an amount not to exceed \$411,605, subject to appropriation. A resolution is attached for your favorable consideration.

KMO/DI

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/23/2012 - JOMARY VIEIRA, SECRETARY

## R E S O L U T I O N

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

**RESOLVED**, that Contract No. PRC-866 for Armored Car Services for Pick-Up of Daily Receipts at Various Department of Parks, Recreation and Conservation Facilities be and is hereby awarded to State Payroll Pick-Up Service, Inc., 825 Nassau Road, Uniondale, New York 11553, for the term August 23, 2012 through April 22, 2017 in an amount not to exceed \$411,605; 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 authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes thereof.

Agreement # PRC-866

Account to be  
Charged/Credited

Budget Funding  
Year(s) 2012-  
2017 Start  
Date 8/23/12  
End  
Date 8/22/17

(must match  
resolution)

Funding Source

\$411,605

(must match resolution) Other

<i>Fund</i>	<i>Dept</i>	<i>Major Program, Program &amp; Phase Or Unit</i>	<i>Object/ Sub- Object</i>	<i>Trust Account</i>	<i>Dollars</i>	
165	42	1100	4380		\$45,135	2012
165	42	1100	4380		\$75,735	2013
165	42	1100	4380		\$75,735	2014
165	42	1100	4380		\$84,150	2015
165	42	1100	4380		\$84,150	2016
165	42	1100	4380		\$46,700	2017

Tax Dollars \_\_\_\_\_ x \_\_\_\_\_

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

Federal Aid \_\_\_\_\_

Other \_\_\_\_\_

APPROVED BY COUNTY BOARD OF SUPERVISORS 8/23/2012 - JOMAR VELAZQUEZ, SECRETARY