

**39948**

TO: Board of Acquisition and Contract

FROM: Sherlita Amler, M. D.  
Commissioner of Health

DATE: April 23, 2014

RE: Authorization to Award Contracts for Transportation of Preschool Children with Special Needs to Five (5) Programs/Zones: Alcott School, Dobbs Ferry; Applied Behavior Analysis Corp. – Fred S. Keller School, Yonkers; John A. Coleman School, White Plains; Leake and Watts Services, Inc. – Ames Center; Regional Transportation Needs-Southern Regional Zone (6 sites)

Westchester County is mandated by Section 4410, Part 200 of the New York State Education Law, and its subsequent amendments and Article 25, Title IIA of the New York State Public Health Law to provide for transportation to children under five years old with special needs.

On March 6, 2014, your Honorable Board authorized the Westchester County Department of Health (“WCDH”) to advertise for bids for contracts for transportation to the above-listed programs. The WCDH placed a Legal Notice in the Gannett Journal News (southern editions) on March 26, 2014 and made all Bid Documents available for downloading to bidders on the Empire State Purchasing Group website from March 26<sup>th</sup> through April 9<sup>th</sup>, 2014.

On April 9, 2014 the bids were received and opened. The WCDH recommends that contracts be awarded to the lowest bidders (each lowest bidder has been determined to meet the bid specifications) for each Program/Zone as outlined below. The bid sheets are attached.

Contract Number	Program(s)/Zone	Company/Bidder	Not to Exceed Price - 1 <sup>st</sup> Year
WCDH E/T511	Alcott School, Dobbs Ferry	Astra Transportation Corp.	\$873,180.00
WCDH E/T512	Applied behavior Analysis Corp. – Fred S. Keller School, Yonkers	Astra Transportation Corp.	696,960.00
WCDH E/T513	John A. Coleman School, White Plains	Allways East Transportation, Inc.	1,450,680.00
WCDH E/T514	Leake and Watts Services, Inc. – Ames Center	Astra Transportation Corp.	273,000.00
WCDH E/T515	Regional Transportation Needs - Southern Regional Zone (6 sites)	Astra Transportation Corp.	1,092,000.00

The contracts will begin September 1, 2014 and will end August 31, 2019, subject to County appropriations. Payments will be made on a per vehicle, per day basis. The not to exceed amounts incorporate the per vehicle prices bid for the first year of service, September 1, 2014 through August 31, 2015. Specific calculations are attached herein. For contract years two through five, the amount payable per vehicle shall be adjusted annually based on fifty percent (50%) of the increase (but not the decrease) in the Consumer Price Index - Public Transportation based on data obtained from The United States Department of Labor’s U.S. Cities Average Series ID: CUUR0000SETG.

Performance security in the form of cash, certified check, irrevocable letter of credit, or performance bond is required. The minimum security required is outlined in the attached resolution.

The transportation services provided under these agreements will promote the public health, safety and welfare of approximately five hundred (500) Westchester County children with special needs by enabling daily participation in Special Needs programs through safe transportation. The goals and objectives of these programs are to:

- provide appropriate services to from birth to five with developmental disabilities and/or delays in accordance with their approved Individualized Education Plan (IEP) or Individualized Family Service Plan (IFSP);
- provide these services in the child's least restrictive setting/natural setting through safe transportation.

Monitoring of the Transportation providers, as per the contract requirements, is accomplished through required County pre-approval on all bus routes prior to implementation, random County inspections to ensure provider vehicle safety and staff compliance to County policy, and accuracy of billing by monthly reviews of submitted documentation.

Approval of the attached resolution is respectfully requested.

SA/am  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACTS 06/20/2014 - JOSEPH VIERA, SECRETARY

## RESOLUTION

Upon a communication from the Commissioner of Health, it is hereby

RESOLVED, that the County of Westchester is authorized to award contracts, subject to County appropriations, to the following low bidders for transportation of preschool children with disabilities to the Five (5) Programs/Zones listed below, for individual not to exceed amounts as listed; that payments will be made on a per vehicle basis, per day basis for transportation to Alcott School, Dobbs Ferry; Applied Behavior Analysis Corp. – Fred S. Keller School, Yonkers; John A. Coleman School, White Plains; Leake and Watts Services, Inc. – Ames Center; Regional Transportation Needs- Southern Regional Zone (6 sites); and that these transporters shall provide performance security in the form of bond, cash, certified check, irrevocable letter of credit or performance bond in the amount indicated:

<b>Contract Number</b>	<b>Program(s)/Zone</b>	<b>Company/Bidder</b>	<b>Not to Exceed Price – 1<sup>st</sup> Year</b>	<b>Security Amount</b>
WCDH E/T511	Alcott School, Dobbs Ferry	Astra Transportation Corp.	\$873,180.00	\$174,636.00
WCDH E/T512	Applied Behavior Analysis Corp. – Fred S. Keller School, Yonkers	Astra Transportation Corp.	696,960.00	139,392.00
WCDH E/T513	John A. Coleman School, White Plains	Allways East Transportation, Inc.	1,450,680.00	290,136.00
WCDH E/T514	Leake and Watts Services, Inc. – Ames Center	Astra Transportation Corp.	273,000.00	54,600.00
WCDH E/T515	Regional Transportation Needs - Southern Regional Zone (6 sites)	Astra Transportation Corp.	1,092,000.00	218,400.00

and, be it further,

RESOLVED, that the term of the contracts shall be September 1, 2014 to August 31, 2019, subject to County appropriations, and that a cost of living increase based on fifty percent (50%) of the increase (but not the decrease) in the Consumer Price Index - Public Transportation based on data obtained from The United States Department of Labor's U.S. Cities Average Series ID: CUUR0000SETG shall be applied to contract years two through five; 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 duly appointed designee is authorized to execute said agreements on behalf of the County of Westchester.

Department of Health  
 County of Westchester  
 145 Huguenot Street, 7<sup>th</sup> Floor  
 New Rochelle, New York 10801  
 April 23, 2014

<u>Fund</u>	<u>Dept</u>	<u>Major Program, Program &amp; Phase or Unit</u>	<u>Object/Sub-object</u>	<u>Trust Account</u>	<u>Dollars</u>	<u>Budget Year</u>
101	27	2700	4539		\$1,257,268	2014
101	27	2700	4541		\$204,672	2014
101	27	2700	4539		\$3,801,225	2015
101	27	2700	4541		\$618,804	2015
101	27	2700	4539		\$3,890,173	2016
101	27	2700	4541		\$633,285	2016
101	27	2700	4539		\$3,981,204	2017
101	27	2700	4541		\$648,103	2017
101	27	2700	4539		\$4,074,364	2018
101	27	2700	4541		\$663,269	2018
101	27	2700	4539		\$2,758,288	2019
101	27	2700	4541		\$449,024	2019

Budget Funding Years	2014- 2019	Start date	9/1/14	End date	8/31/19
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Funding Source	Tax dollars	51%	\$11,719,636				
	State aid	49%	\$11,260,043				
<b>\$22,979,679</b>	Insurance	0%					
(must match resolution)	Medicaid						