



REGINALD A. LAFAYETTE
Commissioner
Fax 914-995-7753
JEANNIE L. PALAZOLA
Deputy Commissioner

25 Quarropas Street
White Plains, NY 10601
914-995-5700
www.westchestergov.com/boe

DOUGLAS A. COLETY
Commissioner
Fax 914-995-3190
DORTHY DiPALO
Deputy Commissioner

53250

TO: Board of Acquisition and Contract

FROM: Reginald A. LaFayette & Douglas A. Colety
Commissioners of the Board of Elections

DATE: November 10, 2016

SUBJECT: Resolution to Award to the Low Bidder
Contract No. **BOE 16-02**
2017 and 2018 Primary, Special and General Election Moving Services and Storage of Handicapped Accessibility Equipment between the County Warehouse and Various Polling Place Locations in Westchester County Zone 2 - Bedford, Lewisboro, Mount Kisco, New Castle, North Salem and Pound Ridge

Contractor: Liffey Van Lines, Inc.
Amount: \$52,660.00

On October 19, 2016 six (6) bids were received and opened for Contract No. BOE 16-02 for 2017 and 2018 Primary, Special and General Election Moving Services and Storage of Handicapped Accessibility Equipment between the County Warehouse and Various Polling Place Locations in Westchester County Zone 2 - Bedford, Lewisboro, Mount Kisco, New Castle, North Salem and Pound Ridge

The bids were reviewed by the County Board of Elections and it was determined that Liffey Van Lines, Inc. submitted the low bid in the amount of \$52,660.00. Pursuant to the bid specifications, the County-wide voting machine moving work was separated into six (6) contracts and zones, no bidder could be awarded more than three (3) out of the six (6) contracts and zones, and Liffey Van Lines, Inc. submitted the low bid in four (4) contracts for three (3) zones. Therefore, authority is hereby requested to award Contract No. BOE 16-02 to the low bidder, Liffey Van Lines, Inc.

The low bidder has been investigated and it has been found that Liffey Van Lines, 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

The public purpose, as well as the goal and objective of this contract, is to allow the Board of Elections to carry out its statutory duties in connection with all upcoming 2017 and 2018 Primary, Special and General Elections and to ensure that all eligible County residents have the opportunity to exercise their right to vote. County Board of Elections staff will monitor the contractor's performance of the contract.

It is my recommendation that Contract No. BOE 16-02 be awarded to Liffey Van Lines, Inc., in an amount not to exceed \$52,660.00, subject to appropriations and payable pursuant to an approved budget.

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/08/2016 - LISA MRISAS SECRETARY

RESOLUTION

CONTRACT NO. BOE 16-02

Upon communication from the Commissioners of the Board of Elections, be it

WHEREAS, Liffey Van Lines, Inc. submitted the low bid in the amount of \$52,660.00 however, pursuant to the bid specifications, the County-wide voting machine moving work was separated into six (6) contracts and zones, no bidder could be awarded more than three (3) out of the six (6) contracts and zones, and Liffey Van Lines, Inc. submitted the low bid in four (4) contracts in three (3) zones; and

RESOLVED, that Contract No. BOE 16-02 for 2017 and 2018 Primary, Special and General Election Moving Services and Storage of Handicap Accessibility Equipment between the County Warehouse and Various Polling Place Locations in Westchester County, Zone 2 - Bedford, Lewisboro, Mount Kisco, New Castle, North Salem and Pound Ridge be and is hereby awarded to the low bidder, Liffey Van Lines, Inc., 121 Stillwater Road, Mahopac, New York 10541, in an amount not to exceed \$52,660.00, payable pursuant to an approved budget; 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
	101	14	1000	4380		\$52,660.00

Budget Funding Year(s) 2017, 2018 **Start Date:** January 1, 2017 **End Date:** December 31, 2018
(must match resolution)

Funding Source: **Tax Dollars** 100% County
State Aid _____
Federal Aid _____
Other _____

Contractor Federal I.D. No./
Social Security No.: _____
Vendor No.: _____
Encumbrance No.: _____

\$52,660.00
(must match resolution)