

**60660**

**TO:** Board of Acquisition and Contract

**FROM:** Kevin M. McGuire  
Commissioner of Social Services

**DATE:** November 09, 2017

**SUBJECT:** Resolution to Award to the Low Bidder  
**Contract No.:** DSS600-18  
Security Escort Services for DSS Child Welfare Staff  
**Contractor:** NJB Security Services, Inc.  
**Amount:** \$829,920.00

On November 8, 2017, two (2) bids were received and opened for Contract No. DSS600-18, 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 \$829,920.00.

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, NJB Security Services, Inc., 35 East Grassy Sprain Road, Suite 203, Yonkers, N.Y. 10710, for the provision of escort services for Child Welfare staff performing home visits for the period **January 1, 2018 through December 31, 2020** in an amount not-to-exceed **\$829,920.00** (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 Contractor 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. DSS600-18 be awarded to NJB Security Services, Inc. in the amount of \$829,920.00.

KMM/PG/TL/jpg  
Attachments

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/01/2018 - LISA MARIJAJ, SECRETARY

# RESOLUTION

## CONTRACT NO. DSS600-18

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

**RESOLVED**, that Contract No. DSS600-18, Security Escort Services for DSS Child Welfare Staff, be and is hereby awarded to the low bidder, NJB Security Services, Inc., 35 East Grassy Sprain Road, Suite 203, Yonkers, N.Y. 10710 in the amount of \$829,920.00 for the period January 1, 2018 through December 31, 2020 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 Contractor 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
<b>2018</b>	101	22	5000	4420		\$247,520
<b>2019</b>	101	22	5000	4420		\$276,640
<b>2020</b>	101	22	5000	4420		\$305,760

**Budget Funding Year(s)** 2018-2020  
(must match resolution)

**Start Date:** January 1, 2018

**End Date:** December 31, 2020

**Funding Source:**

**Tax Dollars: 45%**

**State Aid: 31%**

**Federal Aid: 24%**

\$829,920.00

(must match the resolution)

**Other:**