

65193

September 25, 2018

To: Board of Acquisition and Contract

From: Hugh J. Greechan, Jr., P.E.
Commissioner of Public Works and Transportation

Gary A. Friedman, Esq.
Director of Real Estate

Re: **Authorization to enter into a license agreement with Superior Vending Services Inc. for vending machine services at various County facilities for a five (5) year term commencing on October 15, 2018 and terminating on October 14, 2023. (Agreement no. 18-912)**

On May 15, 2018, the County of Westchester ("County") issued a request for proposal ("RFP") for vending machine services at various County facilities. Three (3) proposals were received.

The proposals were evaluated and the highest proposer, Vita Vending Inc., was non-responsive. The RFP requires that the proposers must include a minimum of three (3) references. Vita Vending Inc. only supplied two (2) responsive references.

Authority is hereby requested for the County to enter into a license agreement with the second highest proposer, Superior Vending Services Inc., located at P.O. Box 8432, Pelham, New York 10803, for a five (5) year term commencing on October 15, 2018.

The County reserves the right to renew this agreement or any portion thereof for an additional five (5) years if mutually agreeable by all parties. The RFP includes the County's nutritional requirements for healthy beverages and snacks, and all products will comply with the nutritional criteria recommendations provided by the Westchester County Department of Health.

The County will be paid annually in the amount of Seventy Thousand Five Hundred Dollars (\$70,500.00) for the initial five (5) year period of this agreement.

The goal and objective of this license agreement is to provide healthy beverages and snacks to employees and visitors within County facilities. The agreement will serve a public purpose by generating revenue to the County.

We recommend adoption of the attached proposed Resolution.

RESOLUTION

Upon a communication from the Commissioner of Public Works and Transportation and the Director of Real Estate, be it hereby

RESOLVED, that the County of Westchester (“County”) is hereby authorized to enter into License Agreement No. 18-912 with Superior Vending Services Inc., P.O. Box 8432, Pelham, New York 10803, the second highest bidder, for vending machine services at various County facilities for a five (5) year term commencing on October 15, 2018 and terminating on October 14, 2023; and be it further

RESOLVED, that the County reserves the right to renew this license agreement or any portion thereof for an additional five (5) year term; and be it further

RESOLVED, that Superior Vending Services Inc., shall pay the County annually in the amount of Seventy Thousand Five Hundred Dollars (\$70,500.00) throughout the initial five (5) year term of the license agreement; and be it further

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

Agreement No. 18-912

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	46	3300	9289		\$14,687.50 (2018)
	101	46	3300	9289		\$70,500.00 (2019)
	101	46	3300	9289		\$70,500.00 (2020)
	101	46	3300	9289		\$70,500.00 (2021)
	101	46	3300	9289		\$70,500.00 (2022)
	101	46	3300	9289		\$55,812.50 (2023)

Budget Funding Year(s) 2018-2023 Start Date 10/15/18 End Date 10/14/23
 (must match resolution)

Funding Source: Tax Dollars _____

State Aid _____

\$352,500.00 Federal Aid _____
 (must match resolution)

Other Revenue _____