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65641

TO: Board of Acquisition and Contract

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

DATE: October 24, 2018

SUBJECT: Resolution to Award to the Low Bidder
Contract Nos. **BOE 18H (Z-3),(Z-5) and (Z-6)**
2019 and 2020 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 3 - Greenburgh,
Harrison, Mount Pleasant, North Castle and White Plains; ZONE 5 - Eastchester,
Pelham, Mount Vernon and Scarsdale and ZONE 6 – Yonkers.

Contractor: Smart Moving & Storage, Inc.

Amounts: \$141,300.00 for Zone 3

\$80,712.00 for Zone 5

\$104,820.00 for Zone 6

Total Amount: \$326,832.00

On October 17, 2018 three bids were received and opened for 2019 and 2020 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 (“Handicapped Accessibility Bid”) for ZONE 3 - Greenburgh, Harrison, Mount Pleasant, North Castle and White Plains - Contract No. **BOE 18H (Z-3)**. Also on October 17, 2018, three bids were received and opened for the Handicapped Accessibility Bid for ZONE 5 - Eastchester, Pelham, Mount Vernon and Scarsdale – Contract No. **BOE 18H (Z-5)**. On the same date three bids were received and opened for the Handicapped Accessibility Bid for Zone 6 Yonkers – Contract No. **BOE 18H (Z-6)**.

The bids were reviewed by the County Board of Elections and it was determined that Smart Moving & Storage, Inc. submitted the low bid in the amounts of \$141,300.00 (Z-3), \$80,712.00 (Z-5) and \$104,820.00 (Z-6). Pursuant to the bid specifications, the County-wide voting machine moving work was separated into six zones, and no bidder could be awarded more than three out of the six zones. Although Smart Moving & Storage, Inc. submitted low bids for five zones in the Handicapped Accessibility Bid, the bid specifications provide that a maximum of three zones be awarded to each bidder. Therefore, authority is hereby requested to award Contract Nos. **BOE 18H (Z-3), (Z-5) and (Z-6)** to the low bidder, Smart Moving & Storage, Inc.

The low bidder has been investigated and it has been found that Smart Moving & Storage, 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 2019 and 2020 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 Nos. BOE 18H (Z-3),(Z-5) and (Z-6) be awarded to Smart Moving & Storage, Inc., in the total amount not to exceed \$326,832.00, payable pursuant to an approved budget and subject to appropriations.

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RESOLUTION

CONTRACT NOS. BOE 18H(Z-3), (Z-5) and (Z-6)

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

RESOLVED, that Contract Nos. BOE 18H (Z-3), (Z-5) and (Z-6) 2019 and 2020 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 be and is hereby awarded to the low bidder, Smart Moving & Storage, Inc., 145 Saw Mill River Road, Yonkers, NY 10701 as follows:

\$141,300.00 for Zone 3 - Greenburgh, Harrison, Mount Pleasant, North Castle and White Plains
\$80,712.00 for Zone 5 - Eastchester, Pelham, Mount Vernon and Scarsdale
\$104,820.00 for Zone 6 - Yonkers

in a total amount not to exceed \$326,832.00, payable pursuant to an approved budget; and be it further

RESOLVED, that this Agreement 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		\$141,300
	101	14	1000	4380		\$80,712
	101	14	1000	4380		\$104,820

Budget Funding Year(s) 2019, 2020 **Start Date:** January 1, 2019 **End Date:** December 31, 2020

(must match resolution)

Funding Source: Tax Dollars 100% County
No./

Contractor Federal I.D.

Social Security No.: _____

\$326,832.00
(must match resolution)

State Aid _____

Federal Aid _____

Vendor No.: _____

Other _____

Encumbrance No.: _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/21/2018 - LISA MARIJAJ, SECRETARY