

Department of Parks, Recreation
& Conservation

67330

January 18, 2019

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner, Department of Parks, Recreation and Conservation

RE: Authority to terminate the license agreement with Saxdale Rest. Corp. effective February 14, 2019 and enter into a license agreement with Homestyle Golf Inc., 34 Convent Avenue, Yonkers, New York for the operation of the food and refreshment concession at Saxon Woods Golf Course, Scarsdale, New York for the period of February 15, 2019 through December 31, 2023 with the sole option of the County to extend the agreement for an additional five-year term.

On December 29, 2016, the Board of Acquisition and Contract granted authority to exercise the option to extend the license with Saxdale Rest. Corp. ("Saxdale") for the food and refreshment concession at Saxon Woods Golf Course from January 1, 2017 through December 31, 2021 and the agreement was subsequently executed. In a letter dated November 19, 2018, Saxdale informed the County that it desired to terminate the agreement and a Request for Proposals was issued. Authority is now requested to terminate the agreement with Saxdale effective February 14, 2019 and enter into an agreement with Homestyle Golf, Inc. ("Homestyle") for the food and refreshment concession at Saxon Woods Golf Course from February 15, 2019 through December 31, 2023 with the sole option of the County to extend the agreement for a period of five years.

For the privilege of operating this License, Homestyle shall pay the following annual license fees:

| <u>Period</u> | <u>License Fee</u> |
|---|--------------------|
| February 15, 2019 through December 31, 2019 | \$84,000 |
| January 1, 2020 through December 31, 2020 | \$84,000 |
| January 1, 2021 through December 31, 2021 | \$85,000 |
| January 1, 2022 through December 31, 2022 | \$85,000 |
| January 1, 2023 through December 31, 2023 | \$90,000; |

In addition to the license fees above, Homestyle shall undertake a series of improvements valued at \$125,000 on the attached schedule.

The County may, at its sole discretion, extend the agreement from the period of January 1, 2024 through December 31, 2028 for a license fee to be negotiated.

Although licenses are exempt from the County's Procurement Policy pursuant to section 3(b) therein, a Request for Proposals was developed. Notification of the RFP was sent to more than

70 individuals and organizations. The RFP was also advertised in the Journal News and on the Westchester County website.

Three proposals were received in response. One was removed from consideration based on background information. Of the two remaining proposals, Homestyle offered the highest license fee and capital improvements.

The goal of this agreement is to provide revenue for the County and important services for golfers. The objective of this agreement will be tracked and monitored by observations and interactions with staff and site visits.

Accordingly, approval of the attached resolution by your Honorable Board is most respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/31/2019 - USA MARIJUANA SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that the license agreement with Saxdale Rest. Corp., 315 Mamaroneck Road, Scarsdale, New York for the food and refreshment concession at Saxon Woods Golf Course, Scarsdale, New York, be terminated effective February 14, 2019, and be it further

RESOLVED, that the County of Westchester is hereby authorized to enter into a license agreement with Homestyle Golf Inc. ("Homestyle"), 34 Convent Avenue, Yonkers, New York 10703 for the operation of the food and refreshment concession at Saxon Woods Golf Course, Scarsdale, New York for the period of February 15, 2019 through December 31, 2023; and be it further

RESOLVED, that for the privilege of operating this License, Homestyle shall pay the following annual license fees:

| <u>Period</u> | <u>License Fee</u> |
|---|-----------------------------|
| February 15, 2019 through December 31, 2019 | \$84,000 |
| January 1, 2020 through December 31, 2020 | \$84,000 |
| January 1, 2021 through December 31, 2021 | \$85,000 |
| January 1, 2022 through December 31, 2022 | \$85,000 |
| January 1, 2023 through December 31, 2023 | \$90,000; and be it further |

RESOLVED, that in addition to the above license fees, Homestyle shall undertake the capital improvements on the attached schedule with an estimated value of \$125,000; and be it further

RESOLVED, that the County may, at its sole option, extend the agreement for the period of January 1, 2024 through December 31, 2028 for a license fee to be negotiated; and be it further

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

Original Agreement \$428,000
 First Amendment \$
This Amendment \$ _____
 TOTAL \$428,000

Agreement #

Account to be
 Charged/Credited

| Fund | Dept | Major Program, Program & Phase Or Unit | Object/ Sub Object | Trust Account | Dollars | |
|------|------|--|-----------------------|------------------|---------|------|
| 165 | 42 | 3200 | 9246 | | 84,000 | 2019 |
| 165 | 42 | 3200 | 9246 | | 84,000 | 2020 |
| 165 | 42 | 3200 | 9246 | | 85,000 | 2021 |
| 165 | 42 | 3200 | 9246 | | 85,000 | 2022 |
| 165 | 42 | 3200 | 9246 | | 90,000 | 2023 |

Budget Funding Year(s) 2019-2023 Start Date 2-15-19 End Date 12-31-23
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
\$428,000
 (must match resolution) Federal Aid _____
 Other Revenue

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/31/2019 - USA MARIJAJ, SECRETARY

SAXON WOODS GOLF COURSE
FOOD AND REFRESHMENT CONCESSION

Schedule of Improvements

| <u>Improvement</u> | <u>Estimated Cost</u> | <u>Completed By</u> |
|---|-----------------------|---------------------|
| Furnish and install outdoor pavilion tent | \$ 35,000 | 12/31/19 |
| Furnish and install sound curtain for pavilion tent | \$ 10,000 | 12/31/19 |
| Furnish and install new lighting for kitchen and hallway | \$ 5,000 | 12/31/19 |
| Furnish and install barbecue grill | \$ 8,000 | 12/31/19 |
| Furnish and install point of sale for indoors and outdoors | \$ 7,000 | 12/31/19 |
| Renovate handicapped bathroom and upstairs bathroom | \$ 10,000 | 12/31/19 |
| <u>Enclose patio and build-out of existing dining structure</u> | <u>\$ 50,000</u> | <u>12/31/20</u> |
| Total Estimated Cost | \$125,000 | |

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
12/31/2019
USA MARIJAJ, SECRETARY