

George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

68393

Date: March 11, 2019

To: The Honorable Board of Acquisition and Contract

From: Kevin M McGuire
Commissioner of Social Services

Re: **Resolution authorizing the County of Westchester to exercise an option under an agreement with Smart Moving & Storage, Inc. for the provision of Non-Emergency Moving Services for Homeless Customers of the Westchester County Department of Social Services by extending the term thereof for the period from April 1, 2019 through March 31, 2020 and increasing the not to exceed amount by an additional \$46,507.50, payable at the new rate of \$310.05 per move.**

By resolution approved on March 30, 2017 (the "March 30th Resolution"), your Honorable Board authorized the County to enter into an agreement (DSS 304-17) with Smart Moving & Storage, Inc., 179 Saw Mill River Road, Yonkers, New York 10701 for Non-Emergency Moving Services for Homeless Customers of the Westchester County Department of Social Services in the total amount not to exceed \$44,700 payable at the rate of \$298 per move for the period from April 1, 2017 through March 31, 2018, with County reserving an option to renew the agreement for up to three (3) additional one (1) year periods (the "Agreement"). The March 30th Resolution further provided that pricing for each option year of the contract shall be increased by 50% of the percentage change in the Consumer Price Index ("CPI") over the preceding year. The Agreement was subsequently executed.

Thereafter, by resolution approved on August 16, 2018, your Honorable Board authorized the County to exercise the first of its three (3) options to renew the Agreement for the period from April 1, 2018 through March 31, 2019 in an amount not to exceed \$45,639, payable at the rate of \$304.26 per move, based upon the change in the C.P.I.

The County now desires to exercise the second of its three (3) options to renew the Agreement for the period from April 1, 2019 through March 31, 2020. Accordingly, authority is respectfully requested for the County to exercise an option under its agreement with Smart Moving & Storage, Inc. for the provision of Non-Emergency Moving Services for Homeless Customers of the Westchester County Department of Social Services, by extending the term thereof for the period from April 1, 2019 through March 31, 2020 (the "Second Option Period"). In consideration for services to be rendered during the Second Option Period, the County shall pay Smart Moving &

Storage, Inc. an amount not to exceed \$46,507.50, payable at the new rate of \$310.05 per move, based upon the change in the C.P.I.

Except as specifically amended hereby, all remaining terms and conditions of the Agreement shall remain in full force and effect.

The services to be provided pursuant to the proposed agreement serve the **public purpose** of assuring the well-being of the homeless population in Westchester County by providing necessary services when they have to move to or between shelters.

The **goals and objectives are** to provide safe and reliable non-emergency moving services for Homeless Customers of the Westchester County Department of Social Services. Services will be provided on an as needed basis.

The goals and objectives are **in the best interests of the County in terms of public safety** as the clients are assured safe and expeditious moving services by an experienced and responsible vendor.

They are also in the best interests of the **County in terms of fiscal responsibility** as the services are provided at pre-determined rates and on an as needed basis.

These goals and objectives will be monitored through the submission of claims and data sheets by the vendor which will contain specifics about every move and through regular contact with personnel at the homeless facilities, as well as through feedback from customers. In addition, there will be communication with District Office staff concerning any problems or issues resulting from the many moves to be performed by the vendor.

Your Honorable Board's approval of the attached resolution is respectfully requested.

KMM/BG/jpg
Attachment

RESOLUTION

Upon a communication from the Commissioner of Social Services, be it hereby

RESOLVED, that the County of Westchester is authorized to exercise an option under its agreement with Smart Moving & Storage, Inc. (DSS 304-17) for the provision of Non-Emergency Moving Services for Homeless Customers of the Westchester County Department of Social Services (the "Agreement"), by extending the term thereof for the period from April 1, 2019 through March 31, 2020 (the "Second Option Period"); and be it further

RESOLVED, that in consideration for services to be rendered during the Second Option Period, the County shall pay Smart Moving & Storage, Inc. an amount not-to-exceed \$46,507.50, payable at the new rate of \$310.05 per move, based upon the change in the C.P.I.; and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute the above agreement on behalf of the County of Westchester.

APPROVED BOARD OF ACQUISITION & CONTRACTS 04/24/19 - LISA M. PATE, SECRETARY

Account to be
Charged/Credited

| | Fund | Dept | Major Program, Program & Phase Or Unit | Object/ Sub-Object | Trust Account | Dollars |
|------|------|------|--|-----------------------|------------------|------------|
| 2019 | 101 | 22 | 8900 | 5850 | ----- | \$14,021 |
| 2019 | 101 | 22 | 8900 | 5860 | ----- | \$20,860 |
| 2020 | 101 | 22 | 8900 | 5850 | ----- | \$4,673.50 |
| 2020 | 101 | 22 | 8900 | 5860 | ----- | \$6,953 |
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Budget Funding Year(s) 2019-2020
(Must match resolution)

Start Date: 04/01/2019

End Date: 03/31/2020

| | | | |
|---|--------------|-------------|-------------|
| Funding Source | Tax Dollars: | <u>5860</u> | <u>5850</u> |
| | State Aid: | 71% | 1% |
| | Federal Aid: | 29% | 0% |
| | Other: | 0% | 99% |
| <u>\$46,507.50</u> (must match resolution) | | | |

APPROVED BOARD OF ACQUISITION & CONTRACTS 04/24/2019 - LISA M. PAJAL, SECRETARY