

George Latimer  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

68394

**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 Storage 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 \$249,560.16, payable at the new rates set forth in the attached schedule.**

---

By resolution approved on March 23, 2017 (the "March 23<sup>rd</sup> Resolution"), your Honorable Board authorized the County of Westchester (the "County"), through its Department of Social Services (the "Department"), to award Contract #DSS 305-17 for Non-Emergency Storage Services for Homeless Customers of the Westchester County Department of Social Services to the lowest responsible bidder, Smart Moving & Storage, Inc., 179 Saw Mill River Road, Yonkers, New York 10701 ("Smart") for the period from April 1, 2017 through March 31, 2018 in the total amount not to exceed \$19,989, payable at a monthly rate based on the size of the storage space as follows: \$89 for 5X5, \$109 for 5X10, \$175 for 10X10 and \$240 for 10X15, with the County reserving an option to renew the agreement for up to three (3) additional one (1) year periods, with new rates based upon the change, if any, in the C.P.I. (the "Agreement").

Thereafter, by resolution approved on April 27, 2018, your Honorable Board authorized the County to amend the March 23<sup>rd</sup> Resolution for the limited purpose of correcting an error in the not-to-exceed amount by reflecting the total *annual* contract amount for the initial one (1) year contract term as being an amount not-to-exceed of \$239,868, instead of \$19,989, which was the total *monthly* amount. The Agreement was subsequently executed.

Thereafter, by resolution approved on August 16, 2018 (the "August 16<sup>th</sup> Resolution"), your Honorable Board authorized the County to renew the Agreement for the period from April 1, 2018 through March 31, 2019 and to pay Smart an amount not to exceed \$244,909.08, payable at the rates set forth in the schedule attached to the August 16<sup>th</sup> Resolution, based upon the change in the C.P.I. (the "First Amendment"). The First Amendment was subsequently executed.

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 Storage 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 rendered during the Second Option Period, the County shall pay Smart Moving & Storage, Inc. an amount not to exceed \$249,560.16, payable at the new rates set forth in the attached schedule, 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 storage 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 secure place to store their property 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 305-17) for the provision of Non-Emergency Storage 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 \$249,560.16, payable at the new rates set forth in the attached schedule, 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, CONTRACT - 04/24/19 - LISA M. PALI, 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	-----	\$75,235.16
2019	101	22	8900	5860	-----	\$111,935
2020	101	22	8900	5850	-----	\$25,078
2020	101	22	8900	5860	-----	\$37,312

Budget Funding Year(s) 2019-2020      Start Date: 04/01/2019      End Date: 03/31/20  
(Must match resolution)

Funding Source	Tax Dollars:	<u>5860</u>	<u>5850</u>
	State Aid:	71%	1%
	Federal Aid:	29%	0%
	Other:	0%	99%
<u>\$249,560.16</u> (must match resolution)			

APPROVED BOARD OF ACQUISITION & CONTRACTS 04/04/2019 - LISA MARIJAJ, SECRETARY

**(RATES FOR STORAGE SERVICES DURING THE SECOND OPTION PERIOD)**

*April 1, 2019 thru March 31, 2020*

**STORAGE SERVICES**

Storage Space	*Anticipated Number of Storage Spaces to be Provided/Per Unit Size	Monthly Rate	Cost Estimate for Anticipated Number of Storage Spaces
	(A)	(B)	(A) X (B)
Small 5X5	28	\$92.59	\$2,592.52
Small 5X10	33	\$113.40	\$3,742.20
Med 10X10	52	\$182.08	\$9,468.16
LG 10X15	20	\$249.69	\$4,993.80
<b>TOTAL</b>	133		\$20,796.68

**TOTAL AMOUNT OF CONTRACT FOR STORAGE SERVICES ONLY:**

\$20,796.68/ per month

\$249,560.16/ per year.

Storage Location: 145 Saw Mill River Road, Yonkers, N.Y. 10701

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/04/2019 - LISA MRIJAJ, SECRETARY

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/04/2019 - LISA MRIJAJ, SECRETARY