

George Latimer  
County Executive

Office of Countywide Administrative Services & Real Estate

Christopher D. Steers  
Director

# 100745

Date: April 20, 2023

To: The Honorable Board of Acquisition and Contract

From: Christopher D. Steers, Director  
Office of Countywide Administrative Services & Real Estate

Re: **Resolution to exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)xxi thereof, the procurement of an amendment to an Agreement with Jones Lang LaSalle Brokerage, Inc. for the provision of various real estate services to the County.**

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Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures (the "Procurement Policy"), pursuant to Section 3(a)xxi thereof, the procurement of an amendment to an agreement with the real estate firm of Jones Lang LaSalle Brokerage, Inc. ("JLL") for the provision of various real estate services to the County.

On or about May 26, 2022, the County of Westchester (the "County") entered into an agreement with JLL (the Agreement") for the provision of various real estate services, including brokerage services, to assist the County in realizing efficiencies, synergies, and possible cost savings through better management of its real property and other real estate expenditures, for a term of one (1) year commencing upon execution thereof by both parties and approval of same by the Office of the County Attorney. In consideration for services to be rendered, the County agreed to pay JLL at the rates set forth in Schedule "A", attached to the Agreement, in an amount not-to-exceed \$478,500.00, plus commissions earned as set forth therein.

The parties now desire to amend the Agreement in order to extend the term thereof for an additional two (2) year period, from May 26, 2023 through May 25, 2025, with all other terms and conditions of the Agreement to remain the same.

Ordinarily, under Section 6 of the Procurement Policy, the County is required to solicit proposals through the issuance of an RFP for such services. However, the County is a complex and wide reaching organization, owning over 370 properties including: various parks, residual parcels, approximately ninety-eight (98) buildings, leases on over thirty-three (33) offices/facilities, and has over twenty (20) tenants in various locations not including cell tower occupants. We are moving forward with the real estate master planning recommendations already developed by JLL. This includes the physical consolidation of certain functions in order to rationalize our real estate footprint, improve work conditions, improve services, and to realize other synergies and cost savings. JLL, as our Master Broker, plays an integral part in the implementation of the master plan (acquiring new properties/leases and disposing of properties/leases in accordance with the plan) which is anticipated to be ongoing for several years. As such, JLL's continued guidance is essential in the successful implementation of this re-stacking project.

Pursuant to Section 3(a)xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interests of the County. For the reasons set forth above, it is proposed that the best interests of the County would be served by exempting the procurement of this amendment to the Agreement with JLL from the County Procurement Policy.

Accordingly, a Resolution to exempt the procurement of an amendment to the Agreement with RMF is hereby submitted for your consideration.

CDS/jpg/mn  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACTS - 05/18/2023 MAYMOND SCUKIS, SECRETARY

## RESOLUTION

Upon a communication from the Director of the Office of Countywide Administrative Services & Real Estate, be it hereby

**RESOLVED**, that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of an amendment to an Agreement with Jones Lang LaSalle Brokerage, Inc. for the provision of various real estate services to the County for an additional two (2) year period.

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/18/2023 - RAYMOND SCULKY, SECRETARY