

34070

To: BOARD OF ACQUISITION AND CONTRACT

From: THOMAS J. LAURO, P.E.
COMMISSIONER, ENVIRONMENTAL FACILITIES

Date: May 13, 2013

SUBJECT: AUTHORITY TO ENTER INTO AN AGREEMENT WITH TUV SUD AMERICA INC. FOR REGISTRAR SERVICES FOR THE RECERTIFICATION OF THE DEPARTMENT OF ENVIRONMENTAL FACILITIES ENVIRONMENTAL MANAGEMENT SYSTEM TO THE ISO 14001 STANDARD, FOR A TERM JUNE 1, 2013 TO DECEMBER 31, 2016 FOR A FEE NOT TO EXCEED \$102,820 PAYABLE PURSUANT TO AN APPROVED BUDGET

Westchester County Department of Environmental Facilities distributed a Request for Proposals ("RFP") on April 5, 2013 to three experienced ISO 14001 auditing firms it identified to provide registrar services for the recertification of the DEF Environmental Management system (DEF EnvMS) to the ISO 14001 Standard. The RFP directed proposals were to be submitted no later than April 30, 2013.

On or before April 30, 2013 only one proposal was received. That proposal was submitted by TUV SUD America, Inc ("TUV"). TUV has provided registrar services to the Department in the past and continues to be qualified to provide these services. Their proposed cost is reasonable for the scope of services requested.

The term of the agreement is for three and one half years, from June 1, 2013 through December 31, 2016, encompassing one surveillance audit under the current certification (expires December 2014), one recertification audit, and two subsequent annual surveillance audits, thereby covering one complete certification cycle.

Therefore, authority is requested to enter into an agreement with TUV SUD America, Inc. for Registrar Services for the recertification of the DEF Environmental Management System to the ISO 14001 Standard for a fee not to exceed \$102,820, payable pursuant to an approved budget.

Approval of the enclosed resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/20/2013 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Environmental Facilities, be it hereby

RESOLVED , that the County of Westchester is authorized to enter into an agreement with TUV SUD America, Inc. for Registrar Services for the recertification of the DEF Environmental Management System to the ISO 14001 Standard for a term of June 1st 2013 through December 31st 2016 and for a fee not to exceed \$102,820, payable pursuant to an approved budget.

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 to execute and documents and take any actions necessary and appropriate to effectuate the purposes of this resolution.

Account to be Charged/Credited

Year	Fund	Dept	Major Program, Program & Phase or Unit	Object/Sub-Object	Trust Account	Dollars
2013	221	60	0110	4420		\$21,500
2014	221	60	0110	4420		\$39,720
2015	221	60	0110	4420		\$20,800
2016	221	60	0110	4420		\$20,800

Budget Funding Years(s) 2013 – 2016 **Start Date:** 06/01/2013 **End Date:** 12/31/2016

Funding Source

Tax Dollars \$102,820
 State Aid: _____
 Federal Aid: _____
 Other: _____

\$ 102,820
 (must match resolution)