

**38372**

TO: Board of Acquisition and Contract

FROM: Sherlita Amler, M. D.  
Commissioner of Health

DATE: February 10, 2014

RE: Authorization to Advertise for Bids for Transportation of Children with Special Needs for the five year period September 1, 2014 through August 31, 2019

Authorization is requested for the County of Westchester (the “County”), acting by and through its Department of Health, to advertise for bidders to provide transportation services for approximately five hundred (500) children with special needs to the educational programs listed on the Attachment.

Bids would be sought to provide transportation services for the period September 1, 2014 through August 31, 2019. The contracts offered as a result of this process shall include four (4) cost of living adjustments for each of the periods beginning September 1<sup>st</sup> and continuing through August 31<sup>st</sup>, beginning September 1, 2015, at 50 percent of the Consumer Price Index - Public Transportation based on data obtained from The United States Department of Labor’s U.S. Cities Average Series ID: CUUR0000SETG.

As security for the faithful performance of the contracts, the successful bidder(s) will be required to post security in the form of cash, performance bond or letter of credit in a form acceptable to the Commissioner of Finance in an amount equal to twenty percent (20%) of the subtotal of the contract amount for each one year period from September 1<sup>st</sup> through August 31<sup>st</sup>.

The public purpose of these services is to promote the public health and welfare of one of its most vulnerable populations by providing education and transportation to children under five years of age with special needs as mandated by Section 4410 of the Education Law of 1989, and Article 25 Title II-A of the Public Health Law.

The goal and objective of any agreements awarded as a result of a submitted bid is the provision of safe and efficient Transportation services to approximately five hundred (500) Westchester County children with special needs, in order to enable their daily participation in Special Needs educational programs.

The goals and objectives are monitored, as per the contract requirements with Transportation provider(s), through random County inspections to ensure provider vehicle safety and staff compliance with County policy, County pre-approval on all bus routes prior to implementation to ensure maximum efficiency on all routes and across provider contracts through intermingling, i.e., transporting children with special needs attending different programs and/or under different contracts with the County on the same vehicle, and reviews of monthly billing submissions for accuracy.

Authorization is requested to advertise for bids in the Gannett Journal News (all editions).

## RESOLUTION

Upon a communication from the Commissioner of Health, be it hereby

**RESOLVED**, that the County of Westchester be authorized to solicit bids for the provision of transportation of children under five years old with special needs to the educational programs listed on the Attachment for the period September 1, 2014 through August 31, 2019; and be it further

**RESOLVED**, that the contracts that may be offered as a result of this process shall include four (4) cost of living adjustments for each of the periods commencing September 1<sup>st</sup> and continuing through August 31<sup>st</sup>, beginning September 1, 2015, at fifty (50) percent of the Consumer Price Index – Public Transportation; that will be based on data obtained from The United States Department of Labor's U.S. Cities Average Series ID: CUUR0000SETG; and be it further

**RESOLVED**, that as security for the faithful performance of the contracts, the successful bidder(s) will be required to post security in the form of cash, performance bond or letter of credit in a form acceptable to the Commissioner of Finance in an amount equal to twenty percent (20%) of the subtotal of the contract amount for each one year period from September 1st through August 31st; and be it further

**RESOLVED**, that pursuant to Local Law No. 27-1997 of the County of Westchester, the policy of the County is to encourage the meaningful and significant participation on County contracts for business enterprises owned by persons of color and women – Minority Business Enterprises (MBE) and Women Business Enterprises (WBE); and, be it further

**RESOLVED**, that the required public notice shall be published in the Gannett Journal News (all editions); and be it further

**RESOLVED**, that the County Executive or his duly appointed designee is authorized to issue such bids.

Westchester County  
Health Department  
February 10, 2014

## ATTACHMENT

1. Alcott School, Dobbs Ferry
2. Applied Behavior Analysis Corp. – Fred S. Keller School, Yonkers
3. John A. Coleman School, White Plains
4. Leake and Watts Services, Inc. – Ames Center
5. Regional Transportation Needs – Southern Regional Zone

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/06/2014 - JOMARY VEIRA, SECRETARY