

June 1, 2016

ID49422

To: Honorable Members of the
Board of Acquisition and Contract

From: Kathleen M. O'Connor
Commissioner, Department of Parks, Recreation and Conservation

Re: Authority to enter into a license agreement with Friends of Muscoot, Inc. for the purpose of providing support, cultural programs, activities and projects at Muscoot Farm Park for the period of January 1, 2016 through December 31, 2020, with the County's sole option to renew the license for an additional five (5) year term.

The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester (the "County") to enter into an agreement with Friends of Muscoot, Inc. (the "Licensee" and/or "Friends of Muscoot") pursuant to which the Licensee shall provide support, programs, activities and projects at Muscoot Farm Park for the period of January 1, 2016 through December 31, 2020, with the County's sole option to renew the license for an additional five (5) year term.

The Friends of Muscoot is a not-for-profit corporation formed exclusively for charitable purposes and solely for the benefit of Muscoot Farm Park.

In consideration of this license, Friends of Muscoot shall pay the County an annual fee of \$250, operate a food and refreshment concession, collect donations, administer an office and farm museum, provide the services of guides for the purpose of giving guided tours to the public and sponsor programs and seminars.

If the County exercises its sole option to extend the license agreement for the period of January 1, 2021 through December 31, 2025, the Licensee shall pay to the County an annual license fee of \$250.

The proposed License Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)xiii of that policy.

The goal and objective of this agreement is for Friends of Muscoot to assist in promoting the mission at Muscoot Farm Park by providing support, programs, activities and projects which provide recreational and educational opportunities for the public. Department of Parks, Recreation and Conservation personnel will track and monitor the organization of the various programs, activities and projects.

Accordingly, I recommend and urge your Honorable Board's approval of the annexed Resolution.

KO/eos

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/09/2016 - LISA MRIJAJ, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement (the "License") with Friends of Muscoot, Inc. (the "Licensee" and/or "Friends of Muscoot") pursuant to which the Licensee shall provide support, cultural programs, activities and projects at Muscoot Farm Park commencing January 1, 2016 through December 31, 2020; and be it further

RESOLVED, that in consideration of this License, Friends of Muscoot shall pay the County an annual fee of \$250, operate a food and refreshment concession, collect donations, administer an office and farm museum, provide the services of guides for the purpose of giving guided tours to the public and sponsor programs and seminars; and be it further

RESOLVED, that the County, at its sole option, may extend the license agreement for an additional period of five years, for an annual license fee of \$250; and be it further

RESOLVED, that the County Executive, is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Agreement	\$1,250
First Amendment	\$
This Amendment	\$ _____
TOTAL	\$1,250

Agreement # _____

Account to be Charged/Credited _____

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars	
165	42	4750	9289		\$250	2016
165	42	4750	9289		\$250	2017
165	42	4750	9289		\$250	2018
165	42	4750	9289		\$250	2019
165	42	4750	9289		\$250	2020

Budget Funding Year(s) 2016-2020 Start Date 01/01/16 Date 12/31/20
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
 Federal Aid _____
 Other _____ revenue _____

\$ 1,250
 (must match resolution)