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Deputy Commissioner

49880

TO: Board of Acquisition and Contract

FROM: Reginald Lafayette
Commissioner of Board of Elections

Douglas A. Colety
Commissioner of Board of Elections

DATE: December 8, 2015

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with East Side Movers, Inc. for moving and storage services of lever voting machines from January 1, 2016 to December 31, 2018 in an amount not to exceed \$30,000, payable pursuant to an approved budget and subject to appropriations.

Authority is hereby requested from your Honorable Board to enter into an agreement with East Side Movers, Inc. for moving and storage services of approximately one hundred eight (115) lever voting machines from January 1, 2016 to December 31, 2018 in an amount not to exceed \$30,000, payable pursuant to an approved budget and subject to appropriation.

Pursuant to New York State Election Law, the County is required to retain control of the old lever voting machines and the County does not have the necessary space to house these voting machines in County owned facilities. The County does not have sufficient space to house all the machines that the law requires, so it has in the past

contracted with East side Movers to store these machines. Additional machines may be added to the current number of machines as local municipalities turn them over to the county.

In accordance with the Westchester County Procurement Policy, quotations were solicited from five (5) entities and East Side Movers, Inc. submitted the lowest price and East Side Movers, Inc. has satisfactorily performed services on behalf of the County in the past.

The objective of this Agreement is in the County's best interest since it will authorize the County to store the lever style voting machines in accordance with New York State Election Law, thus, avoiding any possible fines and/or penalties. The vendor's performance shall be tracked by the monthly review and payment of invoices along with the periodic review of the condition of the voting machines by Board of Elections staff.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

RJL/DAC/jpi
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
JOAN COCCARDI, SECRETARY

RESOLUTION

Upon a communication from the Commissioners of the Board of Elections, be it hereby

RESOLVED, that the County of Westchester is authorized to enter into an agreement with East Side Movers, Inc. for moving and storage services of lever voting machines from January 1, 2016 to December 31, 2018, in an amount not to exceed \$30,000, payable pursuant to an approved budget; and be it further

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 Firm, then the Firm shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive, or his duly authorized designee, is hereby authorized to execute such documents and take such actions as may be necessary and appropriate to effectuate the purposes hereof.

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	14	1000	4380		\$30,000

Budget Funding Year(s) 2016-2018 Start Date 01/01/2016 End Date 12/31/2018
 (must match resolution)

Funding Source	Tax Dollars	<u>\$30,000</u>
	State Aid	_____
	Federal Aid	_____
<u>\$30,000.00</u> (must match resolution)	Other	_____