

Department of Parks, Recreation
& Conservation

October 2, 2017

59197

TO: 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 E & R Friberg Enterprises, Ltd., 319 Woodcrest Lane, Mount Kisco, NY 10549 for the operation of the food and refreshment concession at Willsons Woods Park, Mount Vernon, New York, for the period of January 1, 2018 through December 31, 2019, with the County's sole option to extend the agreement for the period of January 1, 2020 through December 31, 2021.

For the privilege of operating the food and refreshment concession, E & R Friberg Enterprises, Ltd. shall pay to the County an annual license fee as follows:

The greater of \$21,000 or .49 per bathing ticket sold in 2018,
The greater of \$21,500 or .50 per bathing ticket sold in 2019.

If, at the sole option of the County, the License is extended for the period of January 1, 2020 through December 31, 2021, E & R Friberg Enterprises, Ltd. shall pay to the County an annual license fee as follows:

The greater of \$22,000 or .51 per bathing ticket sold in 2020,
The greater of \$22,500 or .52 per bathing ticket sold in 2021.

In addition to the above license fees, E & R Friberg Enterprises, Ltd. shall complete improvements to the food concession for a total estimated value of \$1,900 as listed on the attached schedule. All repairs will be completed no later than June 15, 2018.

E & R Friberg Enterprises, Ltd. have provided excellent service at Willsons Woods Park and have an excellent record with respect to customer service, maintaining the concession area and the payment of license fees in a timely manner.

The goal of this agreement is to provide revenue for the County and food and beverage service for patrons at Willsons Woods Park. The objective of this agreement will be tracked and monitored by observations and interactions with staff and site visits.

This agreement is exempt from the Westchester County procurement policy pursuant to Section

3(b), thereof.

Accordingly, approval of the attached resolution by your Honorable Board is most respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/26/2017 - LISA MRIJAJ, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into a license agreement with E & R Friberg Enterprises, Ltd., 319 Woodcrest Lane, Mount Kisco, NY 10549 for the operation of the food and refreshment concession at Willsons Woods Park, Mount Vernon, New York, for the period of January 1, 2018 through December 31, 2019; and be it further

RESOLVED, that for the privilege of operating the food and refreshment concession, E & R Friberg Enterprises, Ltd. shall pay to the County an annual license fee as follows:

The greater of \$21,000 or .49 per bathing ticket sold in 2018

The greater of \$21,500 or .50 per bathing ticket sold in 2019; and be it further

RESOLVED, that in addition to the above license fees, E & R Friberg Enterprises, Ltd. shall complete repairs to the food concession for a total estimated value of \$1,900 as listed on the attached schedule to be completed no later than June 15, 2018; and be it further

RESOLVED, that the County, at its sole option, may extend the license for a period of two years from January 1, 2020 through December 31, 2021; and be it further

RESOLVED, that if the County, at its sole option, extends the License from January 1, 2020 through December 31, 2021, E & R Friberg Enterprises, Ltd. shall pay to the County an annual license fee as follows:

The greater of \$22,000 or .51 per bathing ticket sold in 2020

The greater of \$22,500 or .52 per bathing ticket sold in 2021; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments necessary to implement this Resolution.

Original Agreement \$ 42,500*
 First Amendment \$
This Amendment \$ _____
 TOTAL \$ 42,500*

Agreement #

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	4450	9246		21,000*	2018
165	42	4450	9246		21,500*	2019

Budget Funding Year(s) 2018-2019 Start Date 1-1-18 End Date 12-31-19
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
\$42,500* Federal Aid _____
 (must match resolution) Other Revenue _____

*Estimated

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/22/2017 - USA MARIJAJ, SECRETARY

**Willsons Woods Park Food and Beverage Concession
Schedule of Improvements**

<u>Improvements</u>	<u>Estimated Cost</u>	<u>Completion Date</u>
Furnish and install of 8' x 3' awning over service counter	\$1,200	6/15/18
Paint interior of food concession building	\$ 400	6/15/18
Furnish and install new shelving inside the concession building	\$ 300	6/15/18

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/26/2017 - LISA MRIJAS SECRETARY