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63227

TO: Board of Acquisition and Contract

FROM: Reginald A. LaFayette & Douglas A. Colety
Commissioners of the Board of Elections

DATE: May 15, 2018

SUBJECT: Resolution to Award to the Low Bidder
Contract No. **BOE 16-03-Rev.**
2018 Primary, Special and General Election Moving Services and Storage of Handicapped
Accessibility Equipment, between the County Warehouse and Various Polling Place Locations
in Westchester County ZONE 3 - Greenburgh, Harrison, Mount Pleasant, North Castle and
White Plains

Contractor: Smart Moving & Storage, Inc.

Amount: \$45,600.00

On April 18, 2018 three (3) bids were received and opened for Contract No. BOE 16-03-Rev. for 2018 Primary, Special and General Election Moving Services and Storage of Handicapped Accessibility Equipment, between the County Warehouse and Various Polling Place Locations in Westchester County ZONE 3 - Greenburgh, Harrison, Mount Pleasant, North Castle and White Plains

The apparent low bidder, Eveready NY Movers, Inc., did not meet the requirements of the Technical Specifications and the Scope of Services, Part 1 (2)(3)&(4) because of the three references that were provided one did not know Eveready NY Movers, Inc. and another could not be reached. Additionally Eveready NY Movers, Inc. did not provide timely proof that it had a Warehouse in which to store handicapped accessibility equipment pursuant to the terms of Contract No. BOE 16-03-Rev. bid specifications. For these reasons their bid was found to be non-responsive.

The bids were reviewed by the County Board of Elections and it was determined that Smart Moving & Storage, Inc. submitted the low bid in the amount of \$45,600.00.

The low bidder has been investigated and it has been found that Smart Moving & Storage, Inc.

- Performed satisfactory work in the past for the County.
 Past experience has been investigated and found satisfactory.

Funds for this project are available in the:

Capital Budget

Non-Recurring Budget
 Operating Budget

The public purpose, as well as the goal and objective of this contract, is to allow the Board of Elections to carry out its statutory duties in connection with all upcoming 2018 Primary, Special and General Elections and to ensure that all eligible County residents have the opportunity to exercise their right to vote. County Board of Elections staff will monitor the contractor's performance of the contract.

It is my recommendation that Contract No. BOE 16-03-Rev. be awarded to Smart Moving & Storage, Inc., in the amount not to exceed \$45,600.00, subject to appropriations and payable pursuant to an approved budget.

This resolution has been reviewed by the Law Department.

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/07/2018 USA MR/AS SECRETARY

RESOLUTION

CONTRACT NO. BOE 16-03-Rev.

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

RESOLVED, that Contract No. BOE 16-03-rev. for 2018 Primary, Special and General Election Moving Services for 2018 Primary, Special and General Election Moving Services and Storage of Handicapped Accessibility Equipment, between the County Warehouse and Various Polling Place Locations in Westchester County, ZONE 3 - Greenburgh, Harrison, Mount Pleasant, North Castle and White Plains be and is hereby is awarded to the low bidder, Smart Moving & Storage, Inc., 145 Saw Mill River Road, Yonkers, NY 10701, in an amount not to exceed \$45,600.00, payable pursuant to an approved budget; and be it further

RESOLVED that as set forth in the Contract No. BOE 16-03-Rev. bid specifications this contract is for a term June 1, 2018 through December 31, 2018; and be it further

RESOLVED, that this contract 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 and empowered to execute any and all documents necessary or 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		\$45,600.00

Budget Funding Year(s) 2018 **Start Date:** June 1, 2018 **End Date:** December 31, 2018
(must match resolution)

Funding Source: **Tax Dollars** 100% County

Contractor Federal I.D. No./
Social Security No.: _____

State Aid _____

\$45,600.00
(must match resolution)

Federal Aid _____

Vendor No.: _____

Other _____

Encumbrance No.: _____