

**63880**

**TO:** Board of Acquisition and Contract

**FROM:** Hugh J. Greechan, Jr., P.E.  
Commissioner of Public Works and Transportation

Gary A. Friedman, Esq.  
Director of Real Estate

**DATE:** June 26, 2018

**SUBJECT:** Authority to enter into a License Agreement with Mark's Towing, Inc. for Towing and Emergency Repair Services for Zone 2, Westchester County, New York, for a five (5) year period commencing October 1, 2018, for an annual fee payable to the County in the amount of \$56,000.00. (Agreement No. 18-911)

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The County of Westchester (the "County") issued two (2) separate RFP's requesting proposals from entities interested in providing towing and emergency repair services at County owned properties and facilities and for County vehicles at rates set by the County under a license agreement with the County for a five (5) year period commencing on October 1, 2018. The County was broken up into two (2) geographic zones: one (1) for the southerly part of the County (Zone 1), and one (1) for the northerly part of the County (Zone 2). On June 20, 2018, one (1) proposal was received and opened for Zone 2. Mark's Towing, Inc. met all of the requirements of the RFP and offered a license fee payable to the County of \$56,000.00 per year. The experience of Mark's Towing, Inc. has been investigated and found to be satisfactory.

The goal and objective of this license agreement is to provide emergency towing and repair services to the public on County property and for County vehicles as needed in the northerly part of the County (Zone 2). This agreement will serve a public purpose by ensuring the availability of emergency towing and repair services while generating revenue for the County through the license fee paid by the towing company. The Department will track the usage of the license agreement by monitoring the number of service calls provided to vehicle owners. This license agreement has no impact on energy reduction or environmental benefits.

Approval of the attached Resolution is respectfully recommended.

HJG/GAF/ku  
Attachment

# RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation and the Director of Real Estate, be it hereby

RESOLVED, that the County of Westchester (the "County") is authorized to enter into a five (5) year license agreement (Agreement No. 18-911) with Mark's Towing, Inc., having its principal place of business at 30 Claremont Avenue, Thornwood, New York 10594 for Towing and Emergency Repair Services for Zone 2 (northerly portion of County), Westchester County, New York, commencing October 1, 2018; and be it further

RESOLVED, that Mark's Towing, Inc. shall pay the County a license fee in the amount of \$56,000.00 per year at rates set by the County; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Agreement No. 18-911

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
	101	46	6500	9293		\$14,000.00 (2018)
	101	46	6500	9293		\$56,000.00 (2019)
	101	46	6500	9293		\$56,000.00 (2020)
	101	46	6500	9293		\$56,000.00 (2021)
	101	46	6500	9293		\$56,000.00 (2022)
	101	46	6500	9293		\$42,000.00 (2023)

Budget Funding Year(s): 2018-2023 Start Date: October 1, 2018 End Date: September 30, 2023  
 (must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_ Contractor Federal I.D. No./  
 State Aid: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
\$280,000.00 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 (must match resolution) Other: Revenue Encumbrance No.: \_\_\_\_\_