

65609

TO: Board of Acquisition and Contract

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

DATE: October 23, 2018

SUBJECT: Authority to exercise the County's option to extend the term of an agreement with Circle Collision Center Inc. for one two (2) year option period, thereby increasing the amount of the agreement by \$329,600.00 and extending the term of the agreement through April 14, 2021 (Contract No. 15-214)

By Resolution approved on March 24, 2016 (the "March 24th Resolution"), your Honorable Board awarded contract No. 15-214 to Circle Collision Center Inc. ("Circle Collision"). The March 24th Resolution authorized the County of Westchester (the "County") to enter into Contract No. 15-214 with Circle Collision, pursuant to which Circle Collision was to provide a Service Contract for Auto-Body Repair Work, Passenger Vehicles and Light Trucks, Department of Public Works and Transportation, Westchester County, New York for the amount of \$494,400.00 for the period of April 15, 2016 through April 14, 2019, ("Contract No. 15-214" or the "Agreement"), with the County having the sole option to extend the Agreement for one (1) two (2) year option period.

The County now seeks authority from your Honorable Board to 1) exercise the two (2) year renewal option and extend the termination date of the Agreement from April 14, 2019 to April 14, 2021; and 2) increase the amount of the Agreement by \$329,600.00 from an amount of \$494,400.00 to a new total amount not to exceed \$824,000.00.

All other terms and conditions of the March 24, 2016 Resolution and the Agreement shall remain in full force and effect and unchanged.

This contract is in the public's best interest because it will promote the health and safety of the general public by ensuring that damaged County fleet vehicles are repaired to meet all safety standards.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's on-line financial system. These records will be easily accessible by Finance, Budget and department staff and will be reviewed regularly to ensure that funds are used appropriately.

RESOLUTION

CONTRACT NO. 15-214

Upon a communication from the Commissioner of the Department of Public Works and Transportation, be it hereby

RESOLVED, that the County is authorized to 1) exercise its two (2) year renewal option for Contract No. 15-214 with Circle Collision Center Inc., 1 Orchard Street, Nanuet, New York 10954, to provide a Service Contract for Auto-Body Repair Work, Passenger Vehicles and Light Trucks, Department of Public Works and Transportation, Westchester County, New York and extend the termination date of the Agreement from April 14, 2019 to April 14, 2021; and 2) increase the amount of the Agreement by \$329,600.00 from an amount of \$494,400.00 to a new amount not to exceed \$824,000.00; and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions of the March 24, 2016 Resolution and the Agreement shall remain in full force and effect and unchanged; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute all documents and take all actions necessary to effectuate the purpose hereof.

| | |
|--------------------|---------------------|
| Original Agreement | \$494,400.00 |
| This Amendment | <u>\$329,600.00</u> |
| TOTAL | \$824,000.00 |

| Account to be Charged/Credited | Fund | Dept. | Major Program, Program & Phase Or Unit | Object/ Sub Object | Trust Account | Dollars |
|--------------------------------|------|-------|--|--------------------|---------------|---------------------|
| | 101 | 46 | 6500 | 4010 | | \$116,733.00 (2019) |
| | 101 | 46 | 6500 | 4010 | | \$164,800.00 (2020) |
| | 101 | 46 | 6500 | 4010 | | \$ 48,067.00 (2021) |

Budget Funding Year(s): 2019-2021 **Start Date:** April 15, 2019 **End Date:** April 14, 2021
 (must match resolution)

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

State Aid _____

\$329,600.00 **Federal Aid** _____
 (must match resolution)

Other _____