



**REGINALD A. LAFAYETTE**  
Commissioner  
Fax 914-995-7753  
**JEANNIE L. PALAZOLA**  
Deputy Commissioner

25 Quarropas Street  
White Plains, NY 10601  
914-995-5700  
[www.westchestergov.com/boe](http://www.westchestergov.com/boe)

**DOUGLAS A. COLETY**  
Commissioner  
Fax 914-995-3190  
**DORTHY DiPALO**  
Deputy Commissioner

65798

**TO:** Board of Acquisition and Contract

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

**DATE:** October 30, 2018

**SUBJECT:** Resolution to Award to the Low Bidder  
Contract Nos. **BOE 18M (Z-5) and (Z-6)**  
2019 and 2020 Primary, Special and General Election Moving Services for Voting Machines,  
Supply Bags and Privacy Booths between the County Warehouse and Various Polling Place  
Locations in Westchester County ZONE 5 - Eastchester, Pelham, Mount Vernon and Scarsdale;  
and Zone 6 Yonkers.

**Contractor:** Smart Moving & Storage Inc.  
**Amounts:** \$166,194.00 for Zone 5  
\$227,010.00 for Zone 6  
**Total Amount:** \$393,204.00

On October 17, 2018 four bids were received and opened for 2019 and 2020 Primary, Special and General Election Moving Services for Voting Machines between the County Warehouse and Various Polling Place Locations in Westchester County ("Voting Machines Bid") for ZONE 5 - Eastchester, Pelham, Mount Vernon and Scarsdale – Contract No. **BOE 18M (Z-5)**. On the same date four bids were received and opened for the Voting Machines Bid for Zone 6 -Yonkers – Contract No. **BOE 18M (Z-6)**.

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 amounts of \$166,194.00 (Z-5) and \$227,010.00 (Z-6). Pursuant to the bid specifications, the County-wide voting machine moving work was separated into six zones, and no bidder could be awarded more than three out of the six zones. Authority is hereby requested to award Contract Nos. **BOE 18M (Z-5) and (Z-6)** to the low bidder, Smart Moving & Storage Inc. in the total not to exceed amount of \$393,204.00.

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 2019 and 2020 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 Nos. **BOE 18M (Z-5)** and **(Z-6)** be awarded to Smart Moving & Storage Inc., in the total amount not to exceed \$393,204.00, payable pursuant to an approved budget and subject to appropriations.

RAL/DAC/di

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION - JOAN COCCIARDI, SECRETARY

# RESOLUTION

## CONTRACT NOS. BOE 18M(Z-5) and (Z-6)

Upon communication from the Commissioners of the Board of Elections,

**RESOLVED**, that Contract Nos. BOE 18M (Z-5) and (Z-6) 2019 and 2020 Primary, Special and General Election Moving Services for Voting Machines, Supply Bags and Privacy Booths between the County Warehouse and Various Polling Place Locations in Westchester County and hereby awarded to the low bidder, Smart Moving & Storage Inc., 179 Saw Mill River Road, Yonkers, NY 10701 as follows:

\$ 166,194.00 for Zone 5 - Eastchester, Pelham, Mount Vernon and Scarsdale  
 \$ 227,010.00 for Zone 6 - Yonkers

in a total amount not to exceed \$393,204.00, 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 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		\$166,194.00
	101	14	1000	4380		\$227,010.00

**Budget Funding Year(s)** 2019, 2020 **Start Date:** January 1, 2019 **End Date:** December 31, 2020  
 (must match resolution)

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

**Contractor Federal I.D. No./**  
**Social Security No.:** \_\_\_\_\_

**State Aid** \_\_\_\_\_

\$393,204.00  
 (must match resolution) **Federal Aid** \_\_\_\_\_

**Vendor No.:** \_\_\_\_\_

**Other** \_\_\_\_\_

**Encumbrance No.:** \_\_\_\_\_