

Department of Parks, Recreation  
& Conservation

**ID 66115**

November 16, 2018

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 Belize Impresa Ltd., 22 Ridgeway Avenue, North Salem, New York 10560 for the operation of the golf professional concession at Hudson Hills Golf Course, Ossining, New York for the period of January 1, 2019 through December 31, 2023 with the sole option of the County to extend the agreement for an additional five-year term.

Authority to enter into a license agreement with Belize Impresa Ltd. ("Impresa"), 22 Ridgeway Avenue, North Salem, New York 10560 for the operation of the golf professional concession at Hudson Hills Golf Course, Ossining, New York for the period of January 1, 2019 through December 31, 2023, with the sole option of the County to extend the agreement for an additional five-year term from January 1, 2024 through December 31, 2028, for a license fee to be negotiated.

Impresa will collect all greens fees and deposit it into a County account. The County will remit to Impresa, from the proceeds, \$7.00 for every round of golf. The remaining portion of the greens fees shall be kept by the County.

The golf professional manages the golf cart operation, provides lessons and operates the golf professional shop. For the privilege of operating the golf professional shop, Impresa will pay to the County the following annual license fees:

<u>Period</u>	<u>License Fee</u>
January 1, 2019 to December 31, 2019	\$13,000
January 1, 2020 to December 31, 2020	\$13,000
January 1, 2021 to December 31, 2021	\$13,000
January 1, 2022 to December 31, 2022	\$14,000
January 1, 2023 to December 31, 2023	\$15,000

In addition to the above license fees, Impresa shall complete improvements to the golf professional concession for a total estimated value of \$33,525 as listed on the attached schedule.

Impresa shall keep all revenue derived from retail sales in the pro shop and golf lessons.

Although licenses are exempt from the County's Procurement Policy pursuant to section 3(b) therein, a Request for Proposals was developed and notification was sent to ten individuals and

the Metropolitan Section of the Professional Golfers Association (“Met PGA”) which notified its membership. One proposal was received in response.

Matthew Belizze is a highly qualified PGA Class-A Professional with extensive experience in marketing, golf shop sales and analysis, employee training and customer service in addition to his accomplished record as a golfer competing in professional tournaments. The Department is confident that Mr. Belizze will substantially increase the level of service to patrons at Hudson Hills Golf Course.

The goal of this agreement is to provide revenue for the County and important services for golfers. The objective of this agreement will be tracked and monitored by observations and interactions with staff and site visits.

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

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/13/2018 - LISA MARIJAJ, SECRETARY

## RESOLUTION

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

**RESOLVED**, that the County of Westchester (“County”) is hereby authorized to enter into a license agreement with Belizze Impresa Ltd. (“Impresa”), 22 Ridgeway Avenue, North Salem, New York 10560 for the operation of the golf professional concession at Hudson Hills Golf Course, Ossining, New York for the period of January 1, 2019 through December 31, 2023; and be it further

**RESOLVED**, that for the privilege of operating the golf professional concession, during each year of the license agreement, Impresa will receive \$7,000 for every golf round at Hudson Hills Golf Course; and be it further;

**RESOLVED**, that for the privilege of operating the golf professional shop, Impresa shall pay to the County the following annual license fees during the term of the agreement:

<u>Period</u>	<u>License Fee</u>
January 1, 2019 to December 31, 2019	\$13,000
January 1, 2020 to December 31, 2020	\$13,000
January 1, 2021 to December 31, 2021	\$13,000
January 1, 2022 to December 31, 2022	\$14,000
January 1, 2023 to December 31, 2023	\$15,000; and be it further

**RESOLVED**, that in addition to the above license fees, Impresa shall undertake the capital improvements on the attached schedule with an estimated value of \$33,525; and be it further

**RESOLVED**, that the golf professional shall keep all revenue derived from retail sales in the pro shop and golf lessons; and be it further

**RESOLVED**, that the County, at its sole option, may extend the agreement for the period of January 1, 2024 through December 31, 2028 at a license fee to be negotiated; 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 \$68,000  
 First Amendment \$  
**This Amendment** \$ \_\_\_\_\_  
 TOTAL \$68,000

Agreement #

Account to be  
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	3300	9246		\$13,000	2019
165	42	3300	9246		\$13,000	2020
165	42	3300	9246		\$13,000	2021
165	42	3300	9246		\$14,000	2022
165	42	3300	9246		\$15,000	2023

Budget Funding Year(s) 2019-2023 Start Date 1-1-19 End Date 12-31-23  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
\$68,000 Federal Aid \_\_\_\_\_  
 (must match resolution) Other PRC Revenue

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/1/2018 - USA MARIJAJ, SECRETARY

## Schedule of Improvements

### Hudson Hills Golf Professional Concession

<u>Improvement</u>	<u>Estimated Cost</u>	<u>Completion Date</u>
Furnish and install new rug	\$ 4,000	5/1/19
Paint Pro Shop	\$ 1,500	5/1/19
Furnish and install new countertop	\$ 1,700	5/1/19
Install new blackwood pine slat walls	\$ 800	5/1/19
Purchase reclaimed wood for counter	\$ 500	5/1/19
Nesting tables	\$ 800	5/1/19
Shelving and merchandise displays	\$ 725	5/1/19
Furnish and install pre-fabricated garage for giving golf lessons	\$15,000	12/31/21
Swing analysis equipment	\$ 8,500	12/31/21

APPROVED BOARD OF ACQUISITION & CONTRACTS 12/13/2018 - LISA MRLIAJ, SECRETARY