

72243

DATE: October 23, 2019

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond
Commissioner of Planning

SUBJECT: Resolution authorizing the agreement between the County of Westchester and ATC Group Services, LLC to provide inspections and risk assessment services for the Lead Safe Westchester Program.

The attached resolution authorizes the County of Westchester (the "County") to enter into an agreement with ATC Group Services, LLC ("ATC"), to provide lead-based paint inspections and risk assessment services including preparing comprehensive reports project specifications and work write up cost estimates and dust wipe clearance testing for the Lead Safe Westchester Program. This program provides lead assessment/remediation services to low and moderate income households within Westchester County. It is projected that two hundred forty units of housing will be tested to determine if lead hazards are present. The total amount of the agreement shall not exceed \$275,000, payable pursuant to an approved budget. Funds will be disbursed from the Lead Safe Westchester Grant in the amount not to exceed \$275,000. The term of the agreement is November 1, 2019 to October 31, 2022.

The goal and objective of this agreement is to inspect units for rehabilitation to create safe, decent affordable lead safe housing in Westchester County. The results of ATC's inspection services will identify potential hazards in housing unit thus preserving the housing stock. The Department of Planning staff will monitor all payment requests to make sure all contractual requirements are met.

In accordance with Section 6 of the County's Procurement Policy and Procedures, the services described above were posted on the County's website where interested entities responded by September 20, 2019. The Department of Planning staff also sent emails announcing the RFP specifications to seventeen potential bidders as well as posted it on the Housing Alive List-serve. There were a total of 2 proposals submitted from ATC Group Services, LLC and Master Building Inspections, Inc. d/b/a Building Environmental Consultants. Both responders submitted comparable proposals and are being selected to receive funding. A resolution for authority to enter into an agreement with ATC is submitted herewith. A separate resolution will be submitted

for authority to enter into an agreement with Master Building Inspections, Inc. d/b/a Building Environmental Consultants.

On February 7, 2019, the Board of Acquisition and Contract approved a resolution authorizing the County of Westchester to enter into a grant agreement with the United States Department of Housing & Urban Development, Office of Lead Hazard Control and Healthy Homes for an amount totaling \$4,100,000.00 to reduce lead-based paint hazards in Westchester County.

I recommend approval of this agreement.

NVD/cp/KH
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/14/2019 - LISA M. PIAJ, SECRETARY

R E S O L U T I O N

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with ATC Group Services, LLC (“ATC”) through the Lead Safe Westchester Program, in an amount not-to-exceed of \$275,000, to be paid pursuant to an approved budget, for a term beginning November 1, 2019, and ending October 31, 2022. ATC will provide lead-based paint inspections and risk assessments including preparing reports, project specifications, cost estimates and clearance tests to determine the conditions of properties in the Lead Safe Westchester Program. It is projected that two hundred forty units of housing will be tested to determine if lead hazards are present, and be it further

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute any agreements, documents and take any actions necessary to effectuate purposes hereof.

Account to be Charged/Credited

		Major Program, Program & Phase	Object/	Trust	
Fund	Dept.	Or Unit	Sub Object	Account	Dollars
263	19	471U	4380	T471	\$275,000

Budget Funding Year(s) (must match resolution)

FY 2019 Start Date: November 1, 2019 End Date: October 31, 2022

Funding Source

Tax Dollars _____

State Aid _____

\$275,000 (must match resolution)

Federal Aid \$275,000 – U.S. Department of Housing and Urban Development

Other _____