

**72245**

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 Master Building Inspections, Inc. d/b/a Building Environmental Consultants 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 Master Building Inspections, Inc. d/b/a Building Environmental Consultants ("Master Building"), to provide lead-based paint inspections and risk assessment services, including preparing comprehensive reports, project specifications and work write ups, 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 approximately one hundred units of housing will be tested to determine if lead hazards are present. The total amount of the agreement shall not exceed \$145,000, payable pursuant to an approved budget. Funds will be disbursed from the Lead Safe Westchester Grant in the amount of \$145,000. The term of the agreement is November 1, 2019 to October 31, 2022.

The goal and objective of this agreement is to inspect housing units for rehabilitation to create safe, decent affordable lead safe housing in Westchester County. The results of Master Building Inspections, Inc. d/b/a Building Environmental Consultants inspection services will identify potential hazards in housing units thus preserving the housing stock. The Department of Planning staff will monitor all payment requests to verify that 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 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 Master Building is submitted herewith. A separate resolution will be submitted for authority to enter into an agreement with ATC Group Services, LLC.

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/KCH  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/14/2019 - US/MP/AJ, SECRETARY

RESOLUTION

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 Master Building Inspections, Inc. d/b/a Building Environmental Consultants through the Lead Safe Westchester Program, in an amount not-to-exceed of \$145,000, to be paid pursuant to an approved budget, for a term beginning November 1, 2019, and ending October 31, 2022. Master Building Inspections, Inc. d/b/a Building Environmental Consultants will provide lead-based paint inspections and risk assessment services 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 one hundred 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

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
263	19	471U	4380	T471	\$145,000

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 \_\_\_\_\_

\$145,000 (must match resolution)

Federal Aid \$145,000 – U.S. Department of Housing and Urban Development

Other \_\_\_\_\_