



George Latimer  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**[73375]**

**DATE:** December 16, 2019

**TO:** Board of Acquisition and Contract

**FROM:** Kevin M. McGuire  
Commissioner, Department of Social Services

**SUBJECT:** Authority to solicit bids by public advertisement for transportation services for homeless pre-school and school-aged children for the regular school year, for a period of two (2) years and six (6) months commencing March 1, 2020, with the County having four (4) additional one (1) year options thereafter.

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Attached for your review and consideration is a proposed resolution that would, if approved by your Honorable Board, authorize the County, acting by and through its Department of Social Services (“DSS”), to solicit bids by public advertisement for homeless pre-school and school-aged children for the regular school year, for a period of two (2) years and six (6) months commencing March 1, 2020, with the County having four (4) additional one (1) year options thereafter.

The County will require a bid security of \$10,000.00 per bid. As security for the faithful performance of the contract, the successful bidder will be required to post security in the form of cash, certified check, performance and payment bond, or irrevocable letter of credit, in an amount equal to twenty-five percent (25%) of the estimated annual contract amount, as calculated based upon the pricing bid by the successful bidder and anticipated usage of the services, and in a form approved by the County Attorney. If such security for the faithful performance of the contract shall be in the form of a performance and payment bond, the Bond Underwriter or Surety must appear on the U.S. Treasury’s listing of approved sureties (Department Circular 570) and all Sureties must be licensed to transact business in New York as a surety company.

I respectfully recommend the adoption of the attached resolution.

KMM/BG/bdm/nn

**RESOLUTION**

Upon a communication from the Commissioner of Social Services, be it hereby

**RESOLVED**, that the Commissioner of Social Services be and hereby is authorized to solicit bids by public advertisement on the following contract:

**TRANSPORTATION SERVICES FOR  
HOMELESS PRE-SCHOOL AND SCHOOL-AGED CHILDREN  
FOR THE REGULAR SCHOOL YEAR**

**FOR A PERIOD OF TWO (2) YEARS AND SIX (6) MONTHS  
COMMENCING MARCH 1, 2020,  
WITH THE COUNTY HAVING FOUR (4) ADDITIONAL  
ONE (1) YEAR OPTIONS THEREAFTER**

; and be it further

**RESOLVED**, that a bid security of Ten Thousand Dollars (\$10,000.00) shall be required for each bid package; and be it further

**RESOLVED**, that, as security for the faithful performance of the contract, the successful bidder will be required to post security in the form of cash, certified check, performance and payment bond, or irrevocable letter of credit, in an amount equal to twenty-five percent (25%) of the estimated annual contract amount, as calculated based upon the pricing bid by the successful bidder and anticipated usage of the services, and in a form approved by the County Attorney; and be it further

**RESOLVED**, that if such security for the faithful performance of the contract shall be in the form of a performance and payment bond, the Bond Underwriter or Surety must appear on the U.S. Treasury's listing of approved sureties (Department Circular 570) and all Sureties must be licensed to transact business in New York as a surety company; and be it further

**RESOLVED**, that such advertisement shall appear in the following County newspaper(s):

**THE JOURNAL NEWS (Westchester-Putnam Edition)**

; and be it further

**RESOLVED**, that this advertisement for bids will state that pursuant to Chapter 308 of the Laws of the County of Westchester, the policy of the County is to encourage the meaningful and significant participation on County contracts for business enterprises owned by persons of color and women - Minority Business Enterprise (MBE) and Women Business Enterprise (WBE).

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Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
					N/A

Budget Funding Year(s): \_\_\_\_\_  
(must match resolution)

Start Date: 03/01/20 End Date: 08/31/22

Funding Source  
N/A  
(must match resolution)

Tax Dollars: \_\_\_\_\_  
State Aid: \_\_\_\_\_  
Federal Aid: \_\_\_\_\_  
Other: \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/19/2019 - LISA MARIJAJ, SECRETARY