

Department of Health
145 Huguenot Street – 8th Floor
New Rochelle, N.Y. 10801

TO: Board of Acquisition and Contract

FROM: Patsy Yang, DrPH
Acting Commissioner of Health

DATE: March 5, 2010

RE: Authorization to Advertise for Bids for Transportation of Children with Special Needs

Authorization is requested for the County of Westchester (the "County"), acting by and through its Department of Health, to advertise for bidders to provide transportation services for approximately twelve hundred (1,200) children to the educational programs listed on the Attachment.

Bids would be sought to provide transportation services for the period September 1, 2010 through August 31, 2015. The contracts offered as a result of this process shall include four (4) cost of living adjustments for each of the periods commencing September 1st and continuing through August 31st, beginning September 1, 2011, at 100 percent of the Consumer Price Index - Public Transportation based on data obtained from The United States Department of Labor's U.S. Cities Average Series ID: CUUR0000SETG.

As security for the faithful performance of the contracts, the successful bidders will be required to post security in the form of cash, performance bond or letter of credit in a form acceptable to the Commissioner of Finance for each one year period of September 1st through August 31st, in an amount equal to twenty percent (20%) of the subtotal of each year's annualized not-to-exceed reimbursement amount.

The public purpose of these services is to provide transportation to facilitate access to educational programs for children under five years of age with special needs as mandated by Section 4410 of the Education Law of 1989, and Article 25 Title II-A of the Public Health Law.

The goal of any contract awarded as a result of a submitted bid is the provision of safe and efficient transportation services to approximately twelve hundred (1,200) Westchester County children with special needs, in order to enable their daily participation in Special Needs educational programs.

It is in the County's best interest to promote the public health, safety and welfare of one of its most vulnerable populations. Without these transportation services this goal cannot be accomplished and the County would not be in compliance with State regulatory mandates.

The goal will be monitored, as per the contract requirements with transportation provider(s), through required County pre-approval on all bus routes prior to implementation, random County inspections to ensure provider vehicle safety and staff compliance to County policy, and accuracy of billing by monthly reviews of submitted documentation.

Authorization is requested to advertise for bids in the Gannett Journal News (all editions) and The Westchester Business Journal.

LC/am

RESOLUTION

Upon a communication from the Acting Commissioner of Health, be it hereby

RESOLVED, that the County of Westchester be authorized to solicit bids for the provision of transportation of children under five years old with special needs to the educational programs listed on the Attachment for the period September 1, 2010 through August 31, 2015; and, be it further

RESOLVED, that the contracts that may be offered as a result of this process shall include four (4) cost of living adjustments for the periods commencing September 1st and continuing through August 31st, beginning September 1, 2011, at 100 percent of the Consumer Price Index – Public Transportation; that will be based on data obtained from The United States Department of Labor's U.S. Cities Average Series ID: CUUR0000SETG; and, be it further

RESOLVED, that as security for the faithful performance of the contracts, the successful bidder(s) will be required to post security in the form of cash, performance bond or letter of credit in a form acceptable to the Commissioner of Finance for each one year period of September 1st through August 31st, in an amount equal to twenty percent (20%) of the subtotal of each year's annualized not-to-exceed reimbursement amount; and, be it further

RESOLVED, that pursuant to Local Law No. 27-1997 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 Enterprises (MBE) and Women Business Enterprises (WBE); and, be it further

RESOLVED, that the required public notice shall be published in the Gannett Journal News (all editions) and The Westchester Business Journal; and, be it further

RESOLVED, that the County Executive or his duly appointed designee is authorized to issue such bids.

Westchester County
Health Department
March 5, 2010

ATTACHMENT

Alcott School – Scarsdale

Cerebral Palsy of Westchester - UCP

Easter Seals, NY, Inc. – Project Explore

Easter Seals, NY, Inc. – Project Imagine

Family Service of Westchester – Prime Time

Greenburgh Central School District # 7 – Greenburgh Special Needs Pre- k

Guidance Center, Inc.

Hawthorne Foundation, Inc. – Hawthorne Country Day School

Mamaroneck Union Free School District – Special Needs Pre - K

Regional Transportation Needs - Central Regional Zone

Thera Care Preschool Services – Harrison Children’s Center

Union Child Day Care Center – Stepping Stones

APPROVED BOARD OF ACQUISITION & CONTRACT - 02-25-2010 - JOMARY VIEIRA, SECRETARY