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81452

TO: Board of Acquisition and Contract

FROM: Reginald A. LaFayette & Douglas A. Colety
Commissioners of the Board of Elections

DATE: December 3, 2020

SUBJECT: Resolution to Award to the Low Bidder
Contract No. **BOE 20M(Z-5)**
2021 and 2022 Primary, Special, Early And General Election Moving Services for Voting Machines, E-poll books and Printers, Cabinets, PPE, Supply Bags, Privacy Booth and Peripheral Markers between the County Warehouse and Various Polling Place Locations in Westchester County ZONE 5 - EASTCHESTER, PELHAM, MOUNT VERNON AND SCARSDALE.

Contractor: Smart Moving & Storage Inc.
Amount: \$219,800.00 for Zone 5
Total Amount: \$219,800.00

On October 21, 2020 three bids were received and opened for 2021 and 2022 Primary, Special, Early And General Election Moving Services for Voting Machines, E-poll books and Printers, Cabinets, PPE, Supply Bags, Privacy Booth and Peripheral Markers between the County Warehouse and Various Polling Place Locations in Westchester County ("Voting Machines Bid") for ZONE 5 - Eastchester, Pelham, Mount Vernon and Scarsdale – Contract No. **BOE 20M (Z-5)**.

The bids were reviewed by the County Board of Elections and it was determined that Smart Moving & Storage Inc., submitted the second lowest bid in the amount of \$219,800.00 (Z-5). Pursuant to the bid specifications, the County-wide voting machine moving work was separated into six zones, and no bidder could be awarded more than three out of the six zones. Because the lowest bidder, Eastside Movers, Inc., had already been awarded its maximum of three bids, the contract for Zone 5 must be awarded to the second lowest bidder. Therefore, authority is hereby requested to award Contract No. **BOE 20M (Z-5)** to the second lowest bidder, Smart Moving & Storage Inc. in the total not to exceed amount of \$219,800.00.

The low bidder has been investigated and it has been found that Smart Moving & Storage Inc.

- Performed satisfactory work in the past for the County.
- Past experience has been investigated and found satisfactory.

Funds for this project are available in the:

- Capital Budget
- Non-Recurring Budget
- Operating Budget

The public purpose, as well as the goal and objective of this contract, is to allow the Board of Elections to carry out its statutory duties in connection with all upcoming 2021 and 2022 Primary, Special and General Elections and to ensure that all eligible County residents have the opportunity to exercise their right to vote. County Board of Elections staff will monitor the contractor's performance of the contract.

It is my recommendation that Contract No. **BOE 20M (Z-5)** be awarded to Smart Moving & Storage Inc., in the total amount not to exceed \$219,800.00, payable pursuant to an approved budget and subject to appropriations.

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APPROVED BOARD OF ACQUISITION & CONTRACTS 01/07/2021 - V. RODRIGUEZ, SECRETARY

RESOLUTION

CONTRACT NO. BOE 20M(Z-5)

Upon communication from the Commissioners of the Board of Elections, be it

RESOLVED, that Contract No. BOE 20M (Z-5) 2021 and 2020 Primary, Special and General Election Moving Services for Voting Machines, Supply Bags and Privacy Booths between the County Warehouse and Various Polling Place Locations in Westchester County is hereby awarded to the second lowest bidder, Smart Moving & Storage Inc., 145 Saw Mill River Road, Yonkers, NY 10701 as follows:

\$ 219,800.00 for Zone 5 - Eastchester, Pelham, Mount Vernon and Scarsdale

in the total amount not to exceed \$219,800.00, payable pursuant to an approved budget; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
Year 2021	101	14	1000	4380		\$125,286.00
Year 2022	101	14	1000	4380		\$94,514.00

Budget Funding Year(s) 2021, 2022 **Start Date:** January 1, 2021 **End Date:** December 31, 2022
(must match resolution)

Funding Source: **Tax Dollars** 100% County

Contractor Federal I.D. No./
Social Security No.: _____

State Aid _____

\$219,800.00
(must match resolution)

Federal Aid _____

Vendor No.: _____

Other _____

Encumbrance No.: _____