

George Latimer
County Executive

Department of Social Services

Kevin McGuire
Commissioner

81688

DATE: December 21, 2020

TO: Board of Acquisition and Contract

FROM: Kevin McGuire, Commissioner
Department of Social Services

SUBJECT: Authority for the County of Westchester (“County”) to exercise the first of its three options under an agreement with NJB Security Services, Inc. for the provision of security escort services for child protective personnel of the Westchester County Department of Social Services (the “Department”) for the period from January 1, 2021 through December 31, 2021 payable at the rate of \$21.00 per escort per hour not-to-exceed the aggregate sum of \$311,875 for the option period.

On November 8, 2017, two (2) bids were received and opened for Contract No. DSS600-18, Security Escort Services for DSS Child Welfare Staff. The bids were reviewed and it was determined that NJB Security Services, Inc. (“NJB”) submitted the low bid in the amount of \$829,920.00.

Thereafter, by a resolution approved on February 1, 2018, your Honorable Board authorized the County, acting by and through the Department, to enter into an agreement with NJB, pursuant to which NJB would provide security escort services for the Department’s child protective services personnel performing home visits in the White Plains, Mt. Vernon and Yonkers coverage areas for the period from January 1, 2018 through December 31, 2020 in an amount not-to-exceed \$829,920.00, payable pursuant to approved hourly rates for each year (the “Agreement”), with the County having the option to extend the Agreement for up to three (3) additional one (1) year terms, with a 2% increase for each option period. The Agreement was subsequently executed.

Thereafter, by resolution approved on January 31, 2019, your Honorable Board authorized the County to amend the Agreement (the “First Amendment”) in order to, 1.) add additional security escorts for the Yonkers coverage area, on an “as needed” basis for the 2019 contract year, and 2.) increase the not-to-exceed amount under the 2019 budget by \$50,000, from an amount not-to-exceed \$276,640, to an amount not-to-exceed \$326,640, thereby increasing the total aggregate

not-to-exceed amount under the Agreement from \$829,920.00 to an amount not-to-exceed \$879,920.00. The First Amendment was subsequently executed.

The County now desires to exercise the first of its three (3) options to renew the Agreement with NJB for the period from January 1, 2021 through December 31, 2021. Accordingly, authority is respectfully requested for the County to exercise an option under its agreement with NJB for the provision of security escort services for the Department's child protective services personnel performing home visits in the White Plains, Mt. Vernon and Yonkers coverage areas, by extending the term of the Agreement for the period from January 1, 2021 through December 31, 2021 (the "First Option Period"). In consideration for services to be rendered during the First Option Period, the County shall pay NJB an amount not to exceed \$311,875, payable at the new hourly rate of \$21.00 per escort, based upon the 2% increase.

Except as specifically described above, all terms and conditions of the Agreement shall remain in full force and effect.

NJB will be required to furnish a Performance and Payment Bond, cash, certified check or irrevocable letter of credit in the amount of 30% of the total annual Lump Sum Bid.

The objective of this contract is to provide security escorts to accompany DSS child welfare staff, including child protective, preventive service and foster care, out of the office to make contact with DSS customers in the community.

This contract is in the public's best interest because it will enable child welfare staff to make contact with DSS customers in unsafe areas.

DSS will monitor the contractor to ensure compliance with contract terms and to ensure the successful completion of this contract.

I respectfully recommend approval of the attached resolution.

KMM/TL/jpg/nn

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), is hereby authorized to exercise the first of its three options under an agreement with NJB Security Services, Inc. ("NJB"), pursuant to which NJB agreed to provide security escort services for the Department's child protective personnel performing home visits in the White Plains, Mt. Vernon and Yonkers coverage areas, by extending the term of the Agreement for the period from January 1, 2021 through December 31, 2021; and be it further

RESOLVED, that in consideration for services rendered during the option term, the County shall pay NJB a total aggregate amount not-to-exceed \$311,875 payable at the hourly rate of \$21.00 per escort; and be it further

RESOLVED, that except as specifically amended hereby, all terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that NJB will be required to furnish a Performance and Payment Bond, cash, certified check or irrevocable letter of credit in the amount of 30% of the total annual Lump Sum Bid; 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 duly authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2021	101	22	5000	4420		\$311,875

Budget Funding Year(s): 2021
(must match resolution)

Start Date: 01/01/2021

End Date: 12/31/2021

Funding Source

Tax Dollars: 33%
State Aid: 26%
Federal Aid: 41%
Other: N/A

\$ 311,875
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONSTRUCTION - V. RODRIGUEZ, SECRETARY