

Department of Parks, Recreation
& Conservation

ID 86643

July 30, 2021

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner, Department of Parks, Recreation and Conservation

RE: Authority enter into a license agreement with Little Leaf Nursery LLC, 24 Crossbar Road, Hastings-On-Hudson, NY 10706, to use a portion of the Lenoir Preserve, including portion of the nature center for the purpose of operating one (1) pre-school classroom for the period from September 1, 2021 through December 31, 2026, with the sole option of the County to extend the agreement for an additional five-year term.

Authority to enter into a license agreement with Little Leaf Nursery LLC ("Little Leaf"), 24 Crossbar Road, Hastings-On-Hudson, NY 10706, to use a portion of the Lenoir Preserve, including portion of the nature center for the purpose of operating one (1) pre-school classroom for the period of September 1, 2021 through December 31, 2026, with the sole option of the County to extend the agreement for an additional five-year term, for a license fee to be negotiated.

For the privilege of operating one pre-school classroom, Little Leaf shall pay to the County an annual license fee of \$14,500.

In addition to the above license fees, for the exclusive use of restrooms, Little Leaf shall also reimburse the County, as an additional license fee, the actual cost of the rental and maintenance of portable toilets required for the operation of the pre-school classroom.

This license is exempt from the County's Procurement Policy pursuant to section 3(b) therein.

The public purpose of this agreement is to allow pre-school children directly benefit from an educational experience at the nature center who may in later years attend summer camp at Lenoir.

The goal of this agreement is to provide revenue for the County. The objective of this agreement will be tracked and monitored by observations and interactions with staff and site visits.

Accordingly, approval of the attached resolution by your Honorable Board is most respectfully requested.

RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to enter into a license agreement with Little Leaf Nursery LLC ("Little Leaf"), 24 Crossbar Road, Hastings-On-Hudson, NY 10706, to use a portion of the Lenoir Preserve, including portion of the nature center for the purpose of operating one (1) pre-school classroom for the period of September 1, 2021 through December 31, 2026; and be it further

RESOLVED, that for the privilege of using a portion of the Lenoir Preserve, Little Leaf shall pay to the County an annual license fee of \$14,500; and be it further

RESOLVED, that in addition to the above license fees, for the exclusive use of restrooms, Little Leaf shall also reimburse the County, as an additional license fee, the actual cost of the rental and maintenance of portable toilets required for the operation of the pre-school classroom; and be it further

RESOLVED, that the County, at its sole option, may extend the agreement for the period of September 1, 2026 through December 31, 2031 at a license fee to be negotiated; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments necessary to implement this Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/26/2021 - RAYMOND SCULLY, SECRETARY

Original Agreement \$72,500*
 First Amendment \$
This Amendment \$ _____
 TOTAL \$72,500*

Agreement # PRC-1351

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	5000	9289		4,833*	2021
165	42	5000	9289		14,500*	2022
165	42	5000	9289		14,500*	2023
165	42	5000	9289		14,500*	2024
165	42	5000	9289		14,500*	2025
165	42	5000	9289		9,667*	2026

Budget Funding Year(s) 2021-2026 Start Date 9-1-21 End Date 8-31-26
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
\$ 72,500* Federal Aid _____
 (must match resolution) Other _____ Revenue _____

*estimated

APPROVED BOARD OF ACQUISITION & CONTRACT 08/26/2021 - RAYMOND SCULKY, SECRETARY