

TOWN OF OSSINING
WESTCHESTER COUNTY, NEW YORK

PROPOSAL

PROVISION OF POLICE SERVICES
WITHIN THE TOWN OF OSSINING UNINCORPORATED AREA

To: Town Board of the Town of Ossining
Ossining, New York 10562

.....BY

Ladies and Gentlemen:



The undersigned, as Provider, declares that the only persons interested in this proposal, or the contract proposed to be made, as principals, are as stated: that he has carefully examined the information for Providers, general conditions, and the specifications pertaining thereto; and he proposes and agrees, if this proposal is accepted, that he will enter into a contract with the Town of Ossining to furnish labor and materials to perform the work called for in the specifications in the manner and during the term prescribed for the following annual price, free of federal, state, and local taxes:

Provision of Police Services to the Town of Ossining, annual	\$	2,455,825	2015
This work will commence January 1, 2015 and cease December 31, 2018.		2,544,837	2016
		2,621,360	2017
		2,697,131	2018

Provider (if individual)

Date: _____

Business Address

City, State, Zip Code

\$10,319,153 Contract Total

Area Code/Telephone

By _____
Name and Title

Westchester County DPS
Provider (if corporation)

Date: 6/27/2014

1 Saw Mill River Pkwy
Business Address

Hawthorne, NY 10932
City, State, Zip Code

(914) 864-7710
Area Code/Telephone

By 
Name and Title

George Longworth, Commissioner

TOWN OF OSSINING
WESTCHESTER COUNTY, NEW YORK

QUESTIONNAIRE

Please complete the questions below and enclose with your Proposal.

1. How long has your police department been in operation? 331 Years

2. Please list current municipal contracts held by your organization along with contact names, titles and phone numbers.

Town of Ossining, Suzanne Donnelly, Supervisor, (914) 762-6001

Town of Cortlandt, Linda Puglisi, Supervisor, (914) 734-1002

Somers Central School Dist., Dr. Raymond H. Blanch, Superintendent, (914) 277-2400

N. Salem Central School Dist., Dr. Kenneth Freeston, Superintendent, (914) 669-5414

Lakeland Central School Dist., Dr. George Stone, Superintendent, (914) 245-1700

3. Please provide any previous names under which your organization may have done business or been contracted:

Westchester County Parkway Police, Westchester County Sheriff

4. List any municipalities that, during the last five years, terminated a contract with your company prior to the contract's expiration date or elected to not exercise a renewal option contained in a contract with you.

NONE

5. Describe the levels of Supervision on all shifts, and please expound upon how to plan to staff the three shifts spelled out on Page 4. (Attach separately)

6. Has your organization ever initiated/maintained the following programs: **Yes (see attached)**

- "Your Cop"
- Dark House Monitoring
- Homeowner's Association Liaison
- Monitoring of False Alarm/ Data Recording and Reporting
- Community Education/ Outreach Programs

If so, please attach explanations of said programs, and evidence of reporting and outcomes.

Robert P. Astorino
County Executive

Robert F. Meehan
County Attorney

Office of Risk Management

Anthony DiBuono, Jr.
Director

June 24, 2014

To Whom It May Concern:

This letter is being provided as evidence of the County of Westchester's financial security in support of any indemnity, contained in any agreement between the County of Westchester and the Town of Ossining for the provision of supplemental police services, which is subject to the approval of both the Westchester County Board of Legislators and the Westchester County Board of Acquisition and Contract.

The County of Westchester is self-funding its casualty and liability exposures in accordance with Local Law 6-1986 that amended the Laws of Westchester County to add a new Chapter 295 providing for the establishment and management of a liability and casualty reserve fund. Contribution to this dedicated reserve fund is actuarially determined and reviewed on an annual basis for the adequacy of reserves.

Current assets exceed Ten Million Dollars (\$10,000,000.00.)

It should be noted that County is in a position to obtain traditional insurance where self-funding is not appropriate or applicable.

Sincerely,



Anthony DiBuono, Jr.
Director, Risk Management

Description:
2014 RFP - Town of Ossining Police Services





STATE OF NEW YORK WORKERS'
COMPENSATION BOARD SELF-
INSURANCE OFFICE
20 PARK STREET - ROOM 206
ALBANY, NY 12207



Office of the Secretary

I, **Sandra M. Olson**, Secretary to the Workers' Compensation Board of the State of New York, **DO HEREBY CERTIFY**, that

Westchester, County of
FEIN 13-6007353

has secured compensation to its employees as a self-insurer in the following manner:

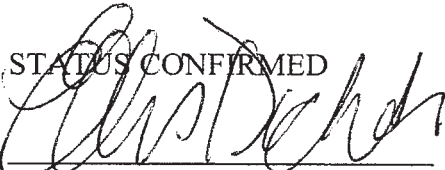
- Pursuant to Section 50, subdivision 3 of the Workers' Compensation Law.
- Pursuant to Section 50, subdivisions 3 and 4 of the Workers' Compensation Law (County, city, village, town, school district, fire district or other political subdivision).
- Pursuant to Article 5 of the Workers' Compensation Law (County Self- Insurance Plan).

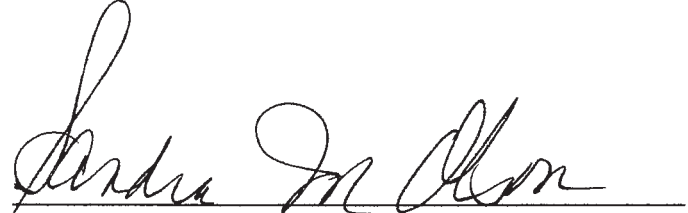
The status of self-insurer was effective as of **January 1, 1983** and such status still remains in full force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Workers' Compensation Board this 19th day of **January 2012**.

STATUS CONFIRMED

By


Ellis Dichter
Self-Insurance Office


Secretary to the Board

Questionnaire Addendum

Westchester County Department of Public Safety

Question Five

On all shifts the Westchester County Department of Public Safety provides first-line supervision in the form of an on-duty sergeant-patrol supervisor. There are typically two or three such supervisors operating in the field at any given time. On all shifts, the Department provides second-line supervision, in the form of an on-duty lieutenant-tour commander. There is typically one such second-line supervisor operating in the field at any given time. In addition, there are often additional sergeants and lieutenants on duty in capacities other than patrol duties who may be called upon to fulfil such duties should the need for additional supervision arise.

In addition, the Department has command-level supervision, either on duty or on call, available on all shifts.

With respect to the patrol coverage structure described in page 4 of the request for proposal, the Department will continue its current patrol coverage model for the unincorporated portion of the Town of Ossining, to wit:

- DAY SHIFT
 - one police officer in a patrol car between the hours of 7:00 am and 3:00 pm
 - one police officer in a patrol car between the hours of 8:00 am and 4:00 pm
- EVENING SHIFT
 - one police officer in a patrol car between the hours of 3:00 pm and 11:00 pm
 - one police officer in a patrol car between the hours of 4:00 pm and 12:00 am
- NIGHT SHIFT
 - one police officer in a patrol car between the hours of 11:30 pm and 7:30 am

This coverage is achieved by allocating the services of ten police officers to unincorporated Town service. In addition, one detective is allocated to the Town to investigate Town criminal matters. 911 call taking and dispatching services will also be provided 24/7 with multiple communications personnel working at any given time to enable the management of several simultaneously occurring emergencies.

Question Six

The Westchester County Department of Public Safety presently provides, in the Town of Ossining, the following programs:

- “Your Cop”
 - individual police officers assigned to neighborhoods as “your cop”
 - questions or concerns of residents and business owners are addressed by the police officer assigned to their particular neighborhood
 - DPS has responded to over 100 “your cop” requests since assuming responsibility for the program in 2011
 - representative sampling of reports generated from program attached

- Dark House Monitoring
 - upon request of residents who will be away from home, DPS will visit premises approximately once per duty tour and conduct an exterior inspection to create a deterrence to criminal activity thereat and to determine whether criminal activity or any damage to property has occurred
 - DPS has received and responded to approximately 100 such requests, resulting in over 2,700 inspections, since assuming responsibility for the program in 2011
 - representative sampling of reports generated from program attached

- Homeowner’s Association Liaison
 - Municipal Policing Liaison Officer assigned to this function
 - meets periodically with HOA representatives
 - police officers assigned to town patrol periodically attend HOA meetings

- Monitor False Alarms / Data Recording and Reporting
 - all false alarm reports are recorded in the DPS electronic records management system
 - such records are then provided to town for collection of fines
 - representative sampling of reports generated from program attached

- Community Education/Outreach Programs
 - DPS conducts such programs on a periodic basis as interest or issues of note demand
 - such programs have included an introduction to the County Police, coyote awareness, “senior scams,” and disaster/emergency preparedness

Additional Explanation

- The within proposal constitutes an offer to enter into negotiation of an intermunicipal agreement (IMA) with the Town of Ossining to provide the police services described in the RFP and the execution of such an IMA is subject to the approval of the Westchester County Board of Legislators and the Westchester County Board of Acquisition and Contract.
- This proposal is made with the expectation that language, similar to that which is included in the present Town IMA for the provision of police services – to the effect that the amount paid for the County’s services under an IMA for police services will reflect that cost of providing same and that adjustments will be made from the town to the county, or vice versa, on a periodic basis – will be included in the proposed IMA.
- With respect to Specification No. 1, “Scope of Work,” this proposal will accommodate such additional dwelling units and structures as may be developed and occupied during the period of the contract.