

**ONBASE #113623**

**TO:** Board of Acquisition and Contract

**FROM:** Hugh J. Greechan, Jr., P.E.  
Commissioner of Public Works and Transportation

**DATE:** April 29, 2026

**SUBJECT:** Authority for the County of Westchester to enter into a permit agreement with the City of White Plains in order for the County of Westchester to participate as a vendor in the City of White Plains Department of Recreation & Parks Sustainability Fair on Saturday, May 16, 2026 from 1:00 p.m. to 4:00 p.m., and to authorize the County of Westchester, pursuant to the agreement and to the fullest extent permitted by law, to indemnify and hold harmless the City of White Plains (Agreement No. DOTSM06-26).

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Authority is requested for the County of Westchester (the "County") acting by and through its Department of Public Works and Transportation (the "Department"), to enter into a permit agreement (the "Permit") with the City of White Plains (the "City"), by and through its Department of Recreation & Parks, in order for the County to participate as a vendor in the City's Third Annual Sustainability Fair ("Fair") on Saturday, May 16, 2026 from 1:00 p.m. to 4:00 p.m.

The County has previously participated in the Fair in the past. The Fair provides Westchester County residents with the opportunity to learn more about eco-friendly living tips that contribute to a greener lifestyle. A range of organizations involved with environmental, social and economic sustainability will offer practical recommendations and hands-on educational activities to help Westchester County residents attain a more sustainable lifestyle.

The Fair will take place on the plaza at the White Plains Public Library, 100 Martine Avenue, White Plains New York 10601. The Fair will include activities that will educate residents on the importance of trees, composting, healthy food choices, activities in Westchester County, and more.

The Permit will require the County to indemnify the City as follows:

"[The County] further agrees, to the fullest extent permitted by law, to indemnify and hold harmless the City of White Plains, its employees, and all related officials from liability for any and all loss, damage or injury to persons or property by reasons of or arising out of or incidental to the use of the City of White Plains Recreation & Parks facility by the permitted organization."

The proposed Permit is in the public's interest and will promote more sustainable healthy lifestyles.

This Permit is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3 (b), thereof.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

HG/HR/mb  
Attachment

**RESOLUTION**

UPON A COMMUNICATION FROM THE COMMISSIONER OF PUBLIC WORKS AND TRANSPORTATION, BE IT HEREBY:

**RESOLVED**, that the County of Westchester (the “County”), acting by and through its Department of Public Works and Transportation (“Department”), is hereby authorized to enter into a permit agreement with the City of White Plains (the “City”), acting by and through its Department of Recreation & Parks, in order for the County to participate as a vendor in the City’s Third Annual Sustainability Fair (“Fair”) on Saturday, May 16, 2026 (the “Permit Agreement”), and be it further,

**RESOLVED**, that, under the Permit Agreement, the County will agree to the following:

“[The County], agrees to the fullest extent permitted by law, to indemnify and hold harmless the City of White Plains, its employees, and all related officials from liability for any and all loss, damage or injury to persons or property by reasons of or arising out of or incidental to the use of the City of White Plains Recreation & Parks facility by the permitted organization.” ; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof.

Account to be  
Charged/Credited

Agreement No. DOTSM06-26

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
					N/A

Budget Funding Year(s): \_\_\_\_\_ Start Date: 05/16/26 End Date: 05/16/26  
(must match resolution)

Funding Source Tax Dollars: N/A  
State Aid: \_\_\_\_\_  
\$0.00 Federal Aid: \_\_\_\_\_  
(must match resolution) Other: \_\_\_\_\_