

City of Mount Vernon, New York

1 ROOSEVELT SQ. RM. 104
CITY HALL, MOUNT VERNON, NEW YORK 10550
& VIA FACEBOOK.COM/MOUNTVERNONNY



Referral Packet - Final

Monday, January 26, 2026

7:00 PM

City Council Chambers

City Council Work Session

NICOLE BONILLA, MBA
City Clerk

JORDAN A. RIULLANO, JD
Deputy City Clerk

LEGISLATION AND PUBLIC WORKS

1. **Management Services:** Department of Management Services: An Ordinance Authorizing the Mayor to Enter into a One (1) Year Support Contract with Aztec Tech for Support of the City's Existing HP Printer Fleet

Code: LPW

Attachments: [Emergency Printer Support Contract Aztec](#)

2. **Management Services:** Department of Management Services: An Ordinance Confirming and Ratifying an Emergency Procurement for Enhanced Email and Identity Threat Detection & Response Services for the City's Microsoft 365 Environment

Code: LPW

Attachments: [HI-Link Egergency Email Protection Support](#)

3. **Mayors Office:** Office of the Mayor: An Ordinance Authorizing the Mayor to Enter into a Memorandum of Understanding with The Guidance Center of Westchester – Center for College Careers in Communications Support Associate Internship Program

Code: LPW

Attachments: [Referral Letter -Memorandum of Understanding with The Guidance Center of Westchester Center for College Careers docx](#)

4. **Public Works:** Department of Public Works: An Ordinance Authorizing the Award of a Contract and for the Mayor to enter into a Professional Services Agreement with Woodward & Curran for Engineering and Infrastructure Support Services

Code: LPW

Attachments: [1.20.26 RFQ 7.25 Contract Award W+C](#)

5. **Public Works:** Department of Public Works: An Ordinance Authorizing the Mayor to Execute a New Contract with National Water Main Cleaning Company for Continuation and Close-out of Outfall 24 Sewer System Cleaning and Inspection Work (Project No. 122022-1)

Code: LPW

Attachments: [1.12.26 National Water Main Extension No. 122022-1](#)

6. **Public Works:** Department of Public Works: An Ordinance Authorizing the Mayor to Enter into a New Contract with National Water Main Cleaning Company for Sewer Rehabilitation Phase 1 (Project No. 122022-2)

Code: LPW

Attachments: [1.12.26 National Water Main Extension No. 122022-2](#)

7. **Public Works:** Department of Public Works: An Ordinance Authorizing the Acceptance of Bid and Award of Contract to County Excavating, LLC for Various Public Works/Construction Equipment Rentals

Code: LPW

Attachments: [RFP - Emergency Various Equipment - Acceptance Letter](#)

8. **Public Works:** Department of Public Works: An Ordinance Authorizing the Issuance of a Request for Proposals (RFP) for a Qualified Engineering Firm to Serve as the City's Owner's Representative (RFP No. 01.26)

Code: LPW

Attachments: [Professional Engineering RFP](#)

9. **Public Works:** Department of Public Works: An Ordinance Authorizing the Issuance of a Request for Qualifications (RFQ No. 02.26) for Large-Scale Infrastructure Capital Improvements and Maintenance for Municipal Water, Stormwater, and Wastewater Systems

Code: LPW

Attachments: [1.21.26 Large_Scale Engineering 2.26 RFQ](#)

10. **Public Works:** Department of Public Works: An Ordinance Authorizing a Title change for the current Motor Equipment Operator to that of Tree Trimmer

Code: LPW

Attachments: [City Council Referral Letter - Mr. Kenneth McBryde - Tree Trimmer](#)

11. **City Clerk:** City Council: An Ordinance Authorizing Council Member Turnquest-Jones to Attend the 2026 New York Conference of Mayors (NYCOM) Winter Legislative Meeting (February 1 through the 3rd 2026)

Code: LPW

Attachments: [NYCOM Winter 2026](#)

HUMAN RESOURCES

No Items

PUBLIC SAFETY AND CODES

12. **Public Safety:** Department of Public Safety: An Ordinance Authorizing the Mayor to Enter into a Recurring Maintenance Agreement with Cummins Allison for Currency Coin-Handling Equipment

Code: PSC

Attachments: [REFERRAL LETTER - CUMMINS ALLISON](#)

FINANCE AND PLANNING

13. **Assessor:** Department of Assessment: An Ordinance Authorizing the Mayor to Execute a Retroactive Contract Renewal for City Mapping Services for the Department of Assessment

Code: FP

Attachments: [MRBContractrenewlegislation20260001](#)

14. **Mayors Office:** Office of the Mayor: An Ordinance Authorizing the Adoption of Legislation to Preserve a Percentage of Future Market-Rate Residential Developments for Fair and Affordable Housing and Establish a Mount Vernon Affordable Housing Assistance Fund Board

Code: FP

Attachments: [REFERRAL LETTER - Proposed Affordable Housing Ordinance](#)

15. **Mayors Office:** Office of the Mayor: An Ordinance Authorizing the Adoption of Legislation to Regulate Land Use on Specific Retail and Storefront Classifications

Code: FP

Attachments: [Final REFERRAL LETTER - Proposal to Regulate Land Use on Specific Retail and Storefront Classifications](#)



CITY OF MOUNT VERNON, N.Y.
Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2362 – Fax: (914) 665-6173

JUAN PEREZ
Commissioner Management Services

January 20, 2026

VIA EMAIL:

Honorable City Council Members
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, New York 10550

RE: Approval to Enter into support contract with AZTEC for 1 year for the support of existing HP Printers. for city council meeting to be held on January 28th, 2026.

Honorable Council members:

The Department of Management Services requests approval from the City Council for a resolution to enter a 1-year support contract with Aztec Tech, for the support of cities fleet of HP Printers. This contract is needed on an emergency basis due to the fact the Hewlett Packard terminated out existing support contract on October 5, 2025.

The termination of the contract was unexpected and has left the city with no support for our existing devices. We have contacted several vendors regarding support contracts but have not been able to find an agreeable support solution. Aztec is currently supporting our current fleet of copiers and has stepped up to offer the city support for the HP devices.

We will continue to explore other vendors and evaluate support contracts for execution in 2027. but we require an immediate solution today. The contract will cover supplies and service on a per page basis on each device.

Associated cost for this support contract will be covered under budget code A1680.407, Leasing and Printing.

Given the expiration of our existing support contract, the new contract is needed to ensure continued support for our printer fleet.

Should this request meet with the approval of the city council, we will enter into the one-year agreement and make payment from budget code A1680.407.

Thank you.
Sincerely,
Juan Perez

Commissioner Management Services
cc: Mayors Office, Comptroller



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2362 – Fax: (914) 665-6173

JUAN PEREZ
Commissioner Management Services

January 14, 2026

VIA EMAIL:

Honorable City Council Members
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, New York 10550

RE: Confirmation of Emergency Procurement — Enhanced Email Protection Service (Microsoft 365 Identity Threat Detection & Response) for city council meeting to be held on January 28th, 2026.

Honorable Council members:

The Office/Department of Management Services respectfully requests that the City Council confirm and ratify the emergency procurement of an enhanced email protection and identity threat detection service for the City's Microsoft 365 environment. This action was taken in December 2025 in response to active and ongoing intrusion attempts into the City's email system and was necessary to protect the continuity of City operations and the security of sensitive communications.

At the time of the event, threat activity was confirmed as active and escalating. The vendor notified the City of suspicious and malicious behavior impacting our environment and was prepared to begin immediate remediation/containment and monitoring support. Because email is a mission-critical system used by every department, any delay would have increased the likelihood of account compromise, disruption to municipal operations, and potential exposure of confidential information.

Given the urgency of the situation, Management Services proceeded on an emergency basis in the best interest of the City. Prior to authorizing the service, I consulted with key stakeholders including the Mayor's Office and the Comptroller's Office, and we agreed immediate action was warranted due to the real-time nature of the threat and the importance of protecting City systems.

Summary of the Service/Actions:

- Who: Hi-Link Technology Group LLC
- What: Microsoft 365 Identity and Threat Detection & Response (24x7 SOC monitoring and response support)
- When: Procured in December 2025 during active intrusion into Office 365 environment
- Scope: City-wide coverage across the City's Microsoft 365 email and identity systems
- Cost / Term: \$14,880.00 for 620 users at \$24/user for the coverage period October 2025 – September 2026 (including a trial month in September 2025). Funds will be used from A1680.216 (Applications and Services).

This service provides continuous monitoring and rapid-response capability to detect and mitigate suspicious login activity, account compromise attempts, and advanced email-based threats. It strengthens the City's ability to

"The Jewel of Westchester"



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Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

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JUAN PEREZ
Commissioner Management Services

defend critical systems against evolving cyber risks that increasingly target municipal governments.

Your confirmation of this emergency procurement supports the City's commitment to safeguarding essential infrastructure and maintaining uninterrupted service delivery to our residents.

I look forward to your favorable response and am available to discuss any questions or provide additional information you may require.

Thank you.
Sincerely,
Juan Perez

Commissioner Management Services
cc: Mayors Office, Comptroller

"The Jewel of Westchester"



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MALCOLM CLARK
Chief of Staff

KHENDRA DAVID
Deputy Chief of Staff

January 20, 2026

The Honorable City Council
City of Mount Vernon
City Hall
1 Roosevelt Square
Mount Vernon, New York 10550

Re: Authorization to Enter into a Memorandum of Understanding with The Guidance Center of Westchester – Center for College & Careers

To the Honorable City Council,

This letter comes as a request that the City Council to retroactively authorize for the Mayor to enter a Memorandum of Understanding (MOU) between the City of Mount Vernon and The Guidance Center of Westchester – Center for College & Careers (October 28, 2025 to October 27, 2026).

The purpose of this MOU is to formalize a partnership supporting the Communications Support Associate Internship Program, which will provide experiential learning opportunities for interns within the City's Department of Management Services. The program will expose students to municipal communications, public relations, media coordination, and community engagement under City supervision.

This agreement establishes that:

- The internship is an educational opportunity and not an employment relationship.
- The City assumes no financial obligation for stipends, wages, insurance, or related costs.
- The City will provide mentorship, supervision, and professional development opportunities for interns.

Approval of this referral will authorize the Mayor to execute the attached MOU on behalf of the City of Mount Vernon.

We appreciate your consideration of this request and look forward to your positive response. Should you have any question or require further information, please do not hesitate to contact us.

Respectfully,

Khendra K. David

CC: Office of the Mayor

“The Jewel of Westchester”



CITY OF MOUNT VERNON, N.Y.
Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2362 – Fax: (914) 665-6173

Management Services

MALCOLM CLARK
Chief of Staff

KHENDRA DAVID
Deputy Chief of Staff

Attachment:

- Signed Memorandum of Understanding between the City of Mount Vernon and The Guidance Center of Westchester – Center for College & Careers



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 914-665-2343
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

January 15th, 2025

Honorable City Council
The City of Mount Vernon
Mount Vernon, New York
(Through the Office of the Mayor)

Re: Authorization to Award Contract: Woodard & Curran

Dear Honorable City Council Members:

The Department of Public Works respectfully requests authorization to enter into a professional services agreement with **Woodard & Curran** to support ongoing and emerging engineering, infrastructure, and capital program needs across the City.

As part of a qualifications-based procurement process, the City solicited and reviewed submissions, conducted interviews, and evaluated firms based on technical capability, municipal experience, project approach, and capacity to support long-term DPW objectives. Through this process, Woodard & Curran emerged as the most qualified and responsive firm, demonstrating strong engineering expertise, proven delivery on complex municipal work, and familiarity with the unique operational and regulatory landscape of Mount Vernon.

Under this agreement, Woodard & Curran will provide engineering analysis, design development, permitting, preparation of bid and construction documents, and other technical and advisory services necessary to advance critical infrastructure priorities. A key focus of this engagement will be supporting the City's Sanitary Sewer and Stormwater Management initiatives, as well as broader Clean Water infrastructure efforts. Woodard & Curran will work closely with DPW and in collaboration with the Mount Vernon Board of Water Supply to ensure projects are strategically planned, compliant with State and Federal mandates, and implemented in a coordinated and efficient manner.

The proposed agreement will be for a three (3) year term, with the option for one (1) additional one-year extension, providing continuity and stability to effectively plan and implement projects. The total contract authorization shall be an amount not to exceed Five Million Dollars (\$5,000,000) over the contract term. Funding will be drawn from approved departmental budget allocations and/or eligible grant funding sources, as appropriate to each task assignment. Funding: New York State Environmental Facilities Corporation (\$150 Million Allocated). Project codes will be identified by the Finance Department.

Requested Action

The Department of Public Works respectfully requests that the Mount Vernon City Council:

- Authorize the City to enter into a professional services agreement with Woodard & Curran for a three (3) year term, with one (1) optional one-year extension; and
- Authorize a total contract value **not to exceed \$5,000,000** over the duration of the agreement; and
- Authorize the Commissioner of Public Works to execute all necessary documents to formalize and administer this agreement, in coordination with the Legal and Purchasing Departments.

Approval of this request will allow DPW to continue advancing essential infrastructure work, improve operational reliability, and ensure timely delivery of projects that directly benefit residents and support the City's long-term resilience and modernization efforts.

Thank you for your consideration. Please contact my office should you require any additional information.

Respectfully,

A handwritten signature in blue ink, appearing to read "Damani L. Bush".

Damani L. Bush
Commissioner of Public Works
DB/db

“The Jewel of Westchester”



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

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DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

January 12th, 2025

Honorable City Council
The City of Mount Vernon
Mount Vernon, New York
(Through the Office of the Mayor)

**Re: Authorization to Amend Contract – National Water Main Cleaning Company
Outfall 24 Sewer System Cleaning and Inspection (Project No. 122022-1)**

Dear Honorable City Council Members:

The Department of Public Works respectfully requests authorization for the City to amend its agreement with **National Water Main Cleaning Company** to extend the contract end date for **Project No. 122022-1, Outfall 24 – Sewer System Cleaning and Inspection**.

This contract was originally awarded to National Water Main Cleaning Company on **May 2, 2023**, in the amount of **\$1,661,800**, following a competitive procurement process. The contract was subsequently amended to increase the total authorized amount to **\$2,361,800**, which was approved by City Council on **November 13, 2024**, to account for additional sewer mileage and cleaning requirements identified during field operations.

The current contract end date is **March 31, 2025**. While the majority of work under this agreement has been completed, approximately **\$60,000** remains available to complete final cleaning, inspection, and closeout activities. The work continues to be performed at the City's direction and in coordination with the City's broader sewer rehabilitation program and regulatory compliance obligations under applicable New York State Department of Environmental Conservation requirements.

Accordingly, the Department is requesting authorization to extend the contract end date from **March 31, 2025 to June 30, 2026**. This requested amendment is time-only and does not authorize any increase to the existing contract amount.

Requested Action

The Department of Public Works respectfully requests that the Mount Vernon City Council:

1. Authorize the Mayor to execute an amendment to the agreement with National Water Main Cleaning Company for Project No. 122022-1, extending the contract end date to **June 30, 2026**; and

2. Confirm that there is **no change to the previously authorized contract amount**; and
3. Authorize the Commissioner of Public Works to execute and administer all necessary documents in coordination with the Legal and Purchasing Departments.

Approval of this request will allow the City to complete the remaining work in an orderly manner, maintain regulatory compliance, and properly close out this critical sewer system initiative.

Thank you for your consideration. Please contact my office should you require any additional information.

Respectfully,

A handwritten signature in black ink, appearing to read "DLB".

Damani L. Bush
Commissioner of Public Works
DB/db



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

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DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

January 12th, 2025

Honorable City Council
The City of Mount Vernon
Mount Vernon, New York
(Through the Office of the Mayor)

**Re: Authorization to Amend Contract – National Water Main Cleaning Company
Sewer Rehabilitation Phase 1 (Project No. 122022-2)**

Dear Honorable City Council Members:

The Department of Public Works respectfully requests authorization for the City to amend its agreement with **National Water Main Cleaning Company** to extend the contract end date for Project No. 122022-2, Sewer Rehabilitation Phase 1.

This contract was awarded to National Water Main Cleaning Company on May 2, 2023, as the lowest responsive bidder, in the amount of \$6,923,630, for the rehabilitation of sanitary sewer infrastructure throughout designated areas of the City. The agreement is currently expired, ending on November 30, 2025.

As of the date of this request, approximately \$500,000 remains available under the contract. Work assignments under this agreement are directly dependent on the results of ongoing sewer cleaning and inspection activities and must be coordinated with other active capital and maintenance projects. As a result, the construction schedule is largely driven by sequencing considerations outside the contractor's direct control.

To allow sufficient time for completion of the remaining rehabilitation work and to ensure continuity with the City's broader sewer program, the Department is requesting authorization to extend the contract end date from **November 30, 2025 to June 30, 2026**. This requested amendment is **time-only** and does **not** authorize any increase to the total contract amount.

Requested Action

The Department of Public Works respectfully requests that the Mount Vernon City Council:

1. Authorize the Mayor to execute an amendment to the agreement with National Water Main Cleaning Company for Project No. 122022-2, extending the contract end date to **June 30, 2026**; and

2. Confirm that there is **no change to the previously authorized contract amount**; and
3. Authorize the Commissioner of Public Works to execute and administer all necessary documents in coordination with the Legal and Purchasing Departments.

Approval of this request will allow DPW to complete the remaining rehabilitation work in an orderly and efficient manner while maintaining alignment with inspection findings and long-term infrastructure and compliance objectives.

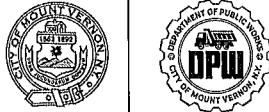
Thank you for your consideration. Please contact my office should you require any additional information.

Respectfully,

A handwritten signature in black ink, appearing to read "DB".

Damani L. Bush
Commissioner of Public Works
DB/db

"The Jewel of Westchester"



CITY OF MOUNT VERNON, NEW YORK
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

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One Roosevelt Square – Room 108
Mount Vernon, NY, 10550
(914) 665-2300 – Fax: (914) 665-2476

DAMANI L. BUSH
Commissioner
JOHN NUCULOVIC
Deputy Commissioner
RYAN ULRICH
Deputy Commissioner

Amendment (Original Submitted September 15, 2025)

January 20, 2026

Honorable City Council
The City of Mount Vernon
Mount Vernon, New York
(*Through the Office of the Mayor*)

Re: Bid Acceptance – County Excavating LLC. “Various Public Works / Construction Equipment Rentals”

Dear Board Members,

The Department of Public Works (“DPW”) respectfully requests authorization to enter a two (2) year agreement, with an additional one (1) year option, with County Excavating, LLC for Various Public Works / Construction Equipment Rentals, pursuant to the competitive bid opening held August 19, 2025.

Background & Procurement

DPW publicly advertised and received sealed bids for the above-referenced requirements. Three (3) firms submitted complete bid packages:

1. Zonzini Pipeline Inc.
2. Fred A. Cook, Jr., Inc.
3. County Excavating, LLC

The Bid Matrix and the County Excavating, LLC bid submittal are attached for the Council’s review. DPW evaluated each submission for responsiveness (completeness, required forms, acknowledgements) and responsibility (ability, capacity, references, compliance with prevailing wage and insurance requirements), and compared line-item pricing across the equipment list (e.g., excavators, dump trucks of multiple capacities, front-end loaders, and dozers) for weekday, evening, weekend, and holiday rates.

Findings

- County Excavating LLC submitted a responsive bid and is deemed a responsible vendor able to meet the City’s operational needs.
- Based on the attached bid matrix, County Excavating, LLC provides the most cost-effective pricing profile to the City across the key, high utilization equipment categories.

Request

DPW respectfully requests that the City Council adopt a resolution to:

1. Award the contract for Various Public Works / Construction Equipment Rentals to County Excavating, LLC as the lowest responsive, responsible bidder consistent with the evaluated bid matrix.
2. Authorize the Mayor to execute a two (2) year agreement with one (1) additional one-year renewal option, exercisable at the City's sole discretion under the same terms and conditions, subject to Corporation Counsel approval as to form.
3. Authorize encumbrances and payments against this contract from approved Operating and/or Capital fund lines, not to exceed budgeted appropriations for each fiscal year.
4. Clarify the award is non-exclusive, permitting the City to utilize other contracts, intermunicipal agreements, or emergency procurements when in the City's best interest.

Contract Term: Two (2) Years w/ One (1) Year Option

Funding: Not to Exceed \$2,000,000

Funding Sources:
A8120.405 – Outside Contracted Service
A8120.429 – Emergency Sewer Repairs
A8120.203.C934 – NYS EFC Emergency Grant Funding

This agreement will ensure DPW can mobilize the right equipment at fair, competitive unit rates to deliver critical services, respond to emergencies, and support capital projects without delay.

Thank you for your consideration. I am available to answer any questions and to provide any additional documentation the Council may require.

Respectfully,



Damani L. Bush
Commissioner of Public Works

DB/db

CC: Engineering Bureau
Comptroller's Office
County Excavating, LLC.
Contract File

Attachments:

- A. Bid Matrix — Various Public Works / Construction Equipment Rentals (Bid Opening: August 19, 2025)
- B. County Excavating, LLC — Bid Submittal and Forms



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
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email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

January 22nd, 2026

Honorable City Council
The City of Mount Vernon
Mount Vernon, New York
(Through the Office of the Mayor)

Re: Authorization to Issue a Request for Proposals (RFP No. 01.26) – On-Call Professional Engineering, Capital Project Assistance, and Emergency Engineering Services

Dear Honorable City Council Members:

The Department of Public Works (“DPW”) respectfully requests that the above-referenced item be placed on the agenda for consideration at the next scheduled City Council meeting.

Project Background

The City is actively managing multiple capital, compliance, and grant-funded initiatives that require ongoing professional engineering support. These efforts involve coordination among City staff, consulting engineers, construction contractors, and regulatory agencies, often on accelerated schedules.

To support this work, DPW has determined that retaining one qualified engineering firm to provide on-call professional engineering, capital project assistance, and emergency engineering services is in the City’s best interest.

Purpose

RFP No. 01.26 is intended to procure one qualified engineering firm to serve as the City’s Owner’s Representative. The selected firm will act on behalf of the City to support project coordination, schedule and cost monitoring, review of contractor submissions, and compliance with funding and regulatory requirements.

This RFP shall retain one firm, ensuring continuity and a clear point of responsibility. The Owner’s Representative will supplement City staff and will not replace design engineers or construction contractors retained for individual projects.

Scope of Services

Under this RFP, the City intends to solicit Proposals from firms capable of providing services that may include, but are not limited to:

- Capital project planning, design support, and construction administration
- Project and construction management services

- Engineering support for the rehabilitation of City-owned structures
- Emergency engineering services related to structural, mechanical, electrical, or life-safety conditions
- Coordination with regulatory agencies and grant compliance requirements
- Preparation of technical documentation, reports, and bid-ready materials

Assignments will be issued on an as-needed basis through authorized task orders. Issuance of this RFP does not guarantee work, nor does it obligate the City to award a minimum quantity of services.

Funding

Funding for services under this RFP will be provided through the following sources, as applicable and subject to appropriation:

- A1440.405 – Engineering Office Outside Contractor Services
- External Capital Federal and State Grant Funds

Requested Action

The Department of Public Works respectfully requests that the Mount Vernon City Council:

1. Authorize the advertisement and solicitation of RFP No. 01.26 for On-Call Professional Engineering, Capital Project Assistance, and Emergency Engineering Services;
2. Authorize the Commissioner of Public Works, in coordination with the Purchasing Department, to evaluate Proposals and recommend a qualified firm for consideration; and
3. Direct DPW to return to the City Council for approval of the contract and authorization to execute the agreement.

Approval of this request will provide the City with the flexibility and technical capacity necessary to advance priority infrastructure projects, respond to emergent conditions, and effectively manage grant-funded and capital improvement initiatives.

Respectfully,



Damani L. Bush
Commissioner of Public Works
DB/db

“The Jewel of Westchester”



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

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Mount Vernon, NY, 10550
(914) 914-665-2343
email:dpwconcerns@mountvernonny.gov

DAMANI L. BUSH
Commissioner

JOHN NUCULOVIC
Deputy Commissioner

RYAN ULRICH
Deputy Commissioner

January 21th, 2025

Honorable City Council
The City of Mount Vernon
Mount Vernon, New York
(Through the Office of the Mayor)

Re: Authorization to Issue a Request for Qualifications (RFQ No. 02.26) – Large-Scale Infrastructure Capital Improvements and Maintenance (Municipal Water, Stormwater, and Wastewater Systems)

Dear Honorable City Council Members:

The Department of Public Works (“DPW”) respectfully requests that the above-referenced item be placed on the agenda for consideration at the next scheduled City Council meeting.

Project Background

The City of Mount Vernon owns and operates extensive municipal water, stormwater, and wastewater infrastructure, including approximately 105 miles of sanitary sewer, 84 miles of storm sewer, thousands of associated collection system structures, and a citywide potable water distribution network. These systems are essential to public health, environmental protection, and the continued operation of municipal services.

The City is currently operating under a Consent Decree with the United States Department of Justice, New York State, and the New York State Department of Environmental Conservation, which establishes ongoing obligations related to inspection, maintenance, rehabilitation, and regulatory compliance. In addition, the City is advancing water and wastewater infrastructure initiatives in response to the New York Clean Water Infrastructure Act, Lead Service Line Replacement requirements, and federal regulatory standards, including revisions to the EPA Lead and Copper Rule.

RFQ No. 02.26 is intended to support these efforts by establishing a pre-qualified list of contractors capable of performing large-scale, field-executed preventative and corrective maintenance, emergency response, and capital rehabilitation work across municipal water, stormwater, and wastewater systems.

RFQ No. 02.26 is separate and distinct from **RFQ No. 01.26**, which was issued to establish an on-call pool of professional engineering and technical advisory firms to support planning, design, capital project assistance, and emergency engineering services.

While RFQ No. 01.26 addresses professional and consultative engineering functions, RFQ No. 02.26 is focused on construction-oriented and operational infrastructure work, including physical system

maintenance, repair, rehabilitation, and replacement activities performed in the field. Maintaining separate procurement vehicles for engineering services and construction or maintenance services ensures appropriate separation of professional oversight from construction execution, supports regulatory and funding compliance, and provides the City with the flexibility to deploy the appropriate expertise at each stage of project delivery.

Purpose

This RFQ is intended to streamline project delivery by pre-qualifying contractors with demonstrated capacity, equipment, and experience in large-scale underground infrastructure work. Successful respondents will be placed on a **Pre-Qualified Contractors List (PQL)** for a fixed term and may be assigned work through City-authorized task orders, subject to available funding and Council approval where required. Inclusion on the PQL does not guarantee work and does not obligate the City to issue a minimum quantity of assignments.

Scope of Work

Work performed under this RFQ may include, but is not limited to:

- Preventative and corrective maintenance of sanitary sewer and stormwater systems, including cleaning, CCTV inspection, testing, diagnosis, repair, and rehabilitation
- Pipeline rehabilitation using trenchless technologies, including cured-in-place pipe (CIPP) lining
- Pump station repairs and associated mechanical, electrical, and control systems
- Pavement restoration associated with underground infrastructure work
- Municipal water system maintenance, including valve and hydrant work, service line replacement, leak response, and emergency repairs
- Lead and non-lead water service line identification and replacement
- Traffic control, permitting coordination, and full site restoration
- Compliance documentation and reporting associated with regulatory and grant-funded projects

All work will be performed in accordance with City standards, applicable federal and state regulations, and funding-source requirements.

Requested Action

The Department of Public Works respectfully requests that the Mount Vernon City Council:

1. Authorize the advertisement and solicitation of **RFQ No. 02.26** for Large-Scale Infrastructure Capital Improvements and Maintenance;
2. Authorize the Commissioner of Public Works, in coordination with the Purchasing Department, to evaluate Statements of Qualifications and establish a Pre-Qualified Contractors List; and
3. Direct DPW to return to the City Council for approval of individual contract awards or task authorizations, as required by law and City policy.

Approval of this request will allow the City to more effectively address infrastructure needs, maintain regulatory compliance, and advance capital and grant-funded initiatives critical to public health and safety.

Respectfully,

A handwritten signature in blue ink, appearing to read "D.L. Bush".

Damani L. Bush
Commissioner of Public Works
DB/db

"The Jewel of Westchester"



CITY OF MOUNT VERNON, N.Y.

DEPARTMENT of PUBLIC WORKS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2300 – Fax: (914) 665-2476

DAMANI L. BUSH
Commissioner
JOHN NUCULOVIC
Deputy Commissioner

January 21, 2026

Honorable City Council Members
The City of Mount Vernon
Mount Vernon, New York
(*Through the Office of the Mayor*)

Re: Title Change – Mr. Kenneth McBryde (Motor Equipment Operator – Tree Trimmer)

Dear Honorable City Council Members,

I am writing to formally request approval for a title change for Mr. Kenneth McBryde, who currently serves as a Motor Equipment Operation (MEO) within the Department of Public Works, to the title of Tree Trimmer, effective January 26, 2026.

This request is driven by evolving operational needs, expanded responsibilities, and professional qualifications that now exceed the scope of the Motor Equipment Operation classification which Mr. McBryde is currently in.

Justification for Title Change

1. Increased Demand for Hazardous Tree Response

The city continues to experience an increased volume of emergency and non-emergency responses related to hazardous, storm-damages, and structurally compromised trees. These conditions present immediate public safety concerns and require specialized skills, training, and equipment operations consistent with the Tree Trimmer title.

2. Additional Certifications Acquired

Mr. McBryde has obtained additional professional certifications related to tree operations, safety, and specialized equipment usage. These certifications materially enhance the Department's ability to perform advanced tree work in-house and reduce reliance on external contractors.

3. Commercial Driver's License

Mr. McBryde has successfully acquired his New York State Commercial Driver's License (CDL), qualifying him to operate heavy and specialized vehicles essential to advanced tree-trimming operations.

4. Daily Operation of the Tree Grappler Truck

Mr. McBryde routinely performs daily operational duties involving the Tree Grappler Truck, a specialized function central to the Tree Trimmer classification and beyond the standard duties of a Motor Equipment Operator.



CITY OF MOUNT VERNON, N.Y.

DEPARTMENT of PUBLIC WORKS

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DAMANI L. BUSH
Commissioner
JOHN NUCULOVIC
Deputy Commissioner

5. Current Use of Daily Compensation

Due to the expanded scope of his duties, the City is currently compensating Mr. McBryde with a daily differential to perform Tree Trimmer-related responsibilities. While appropriate as a temporary measure, continued reliance on differential pay is not sustainable or administratively efficient long-term solution. Reclassifying Mr. McBryde to the Tree Trimmer Title will align his formal job classification and compensation with the work he is already performing on a regular basis.

Compensation Adjustment

The proposed title change includes the following salary adjustment in accordance with the appropriate classification:

Title	Salary
Motor Equipment Operator (MEO) - Old	\$80,871.71
Tree Trimmer – New	\$91,156.51
Difference	\$10,284.80

Funding For This Acquisition for the remainder of the year is available via the following Budget Transfer:

From	To
A8160.101 (Salaries and Wages) - \$74,650.81 A7111.106 (Differential Pay) - \$2,570.58 A7111.203 (Equipment) - \$4,000 A7111.430 (Memorial Field) - \$2,000.00	A7111.101 (Salaries and Wages) - \$83,221.39

Respectfully,

Damani L. Bush
Commissioner of Public Works
DLB/db
Cc: Parks Supervisor
File



**CITY COUNCIL
CITY OF MOUNT VERNON**
ONE ROOSEVELT SQUARE
MOUNT VERNON, NY 10550
(914) 665-2352 · FAX (914) 668-6044

CITY COUNCIL MEMBERS

Derrick Thompson, President
Jaevon Boxhill
Cathlin B. Gleason
Cynthia Turnquest - Jones
André Wallace

January 21, 2026

Honorable City Council Members
1 Roosevelt Square
Mount Vernon, NY 10550

Re: Requesting Permission for Councilmember Cynthia Turnquest – Jones to Attend the NYCOM's Winter Legislative Meeting (February 1 through the 3rd 2026)

Dear Honorable Body:

This letter comes to respectfully request that City Council approve the request for Councilmember Cynthia Turnquest – Jones to attend the NYCOM's Winter Legislative Meeting (February 1 through the 3rd 2026), in Albany, NY.

The Conference offers an opportunity to engage with elected officials from across the State and beyond, including legislative representatives. All costs associated with attendance will be fully covered by Councilmember Turnquest–Jones, with no financial impact to the City.

The Annual Meeting tentative agenda - [Link](#)

If this meets with the City Council's approval, I ask that the necessary legislation be enacted to reflect this request. Thank you for your attention to this matter.

Sincerely,

Antoinette Anderson

Antoinette Anderson
Legislative Assistant to
The City Council



MOUNT VERNON POLICE DEPT

DEPARTMENT OF PUBLIC SAFETY

ROOSEVELT SQUARE -MOUNT VERNON, NY 10550

P - (914) 665-2500

SHAWYN PATTERSON-HOWARD

MAYOR

MARCEL OLIFIERS

ACTING COMMISSIONER/CHIEF OF OPERATIONS

JENNIFER LACKARD

DEPUTY COMMISSIONER OF WELLNESS & REFORM

GREGORY ADDISON

DEPUTY CHIEF

January 12, 2026

Honorable Members of the City Council
Through the Office of the Mayor
City Hall- Roosevelt Square
Mount Vernon, New York 10550

Subject: Legislation for Contract Renewal– Cummins Allison

Dear Honorable City Council Members,

This letter comes to request that the City Council approve legislation authorizing the Mayor to enter into a re-occurring maintenance agreement with Cummins Allison. The proposed contract will be effective from February 19, 2026, to February 18, 2027.

Cummins Allison specializes in currency and coin handling systems, including machines that count coins. The Parking Bureau uses these machines to count the coins collected from parking meters throughout the city. This system ensures accurate and efficient processing of all coins received.

This agreement has cost of **\$1,838.00**. The funds will be satisfied from **Budget Line A1130.416 (Technology & Upgrades)**.

Vendor Name	Maintenance Contract- Agreement Date	Price of Maintenance Agreement	Budget Code
Cummins Allison	February 19,2026- February 18, 2027	\$1,838.00	A1130.416 (Technology & Upgrades)

We respectfully request legislation from Your Honorable Body authorizing the above agreement,
Sincerely,

A handwritten signature in black ink, appearing to read "Marcel Olifiers".

Marcel Olifiers
Acting Commissioner/Chief of Dept

CC: Mayor
Comptroller
Law Dept



CITY OF MOUNT VERNON, N.Y.
DEPARTMENT of ASSESSMENT

SHAWYN PATTERSON-HOWARD
Mayor

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Mount Vernon, NY. 10550
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Stephanie Vanderpool
Commissioner

Cranson D. Johnson
Deputy Commissioner

January 8, 2026

Honorable Derrick Thompson
City Council President
City Hall
Roosevelt Square
Mount Vernon, NY 10550

(Through the Office of the Mayor)

RE: City Mapping Contract Renewal

Dear Honorable City Council President Thompson,

I am respectfully requesting legislation be enacted authorizing Mayor Shawyn Patterson-Howard to execute the attached contract for **MRB|group, Engineering, Architecture, Surveying D.P.C.** which provides the official maps for the City of Mount Vernon. The annual cost for services rendered is \$25,415 payable in thirteen (13) equal installments (every four weeks of One Thousand nine hundred fifty-five Dollars and no cents (\$1,955.00); attached hereto is the renewal service agreement for periods January 2nd, 2026, to December 31st, 2026.

These funds will come out of budget line A1355-204, if this meets the approval of your Honorable body, please have the appropriate legislation enacted.

Respectfully


Stephanie G. Vanderpool
Commissioner of Assessment

Cc: Mayor
Comptroller Office
Law Department
City Council Members
Office Copy
SV/CDJ



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
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MALCOLM CLARK
Chief of Staff
KHENDRA DAVID
Deputy Chief of Staff

January 22, 2026

City Council
City Hall
One Roosevelt Square
Mount Vernon, NY 10550

RE: Request for Legislation to Establish an Inclusionary Housing Ordinance and Affordable Housing Assistance Fund

Honorable City Councilmembers,

I am writing to respectfully request that the City Council enact legislation establishing an Inclusionary Housing Ordinance requiring that all future market-rate residential developments set aside no less than ten percent (10%) of total dwelling units for multi-family development with 10+ units as fair and affordable housing. This ordinance will ensure that as Mount Vernon grows, new residential development contributes directly to meeting the City's housing affordability goals while promoting economic diversity and long-term community stability.

This inclusionary approach has been successfully implemented throughout Westchester County, including in the cities of Yonkers, White Plains, and New Rochelle, where a comparable program has generated more than **\$9 million** in affordable housing resources. Consistent with the Westchester County Model Ordinance, this policy is intended to support workforce housing, making new units accessible to teachers, firefighters, police officers, healthcare workers, and other essential professionals whose incomes often exceed traditional subsidy thresholds but fall short of prevailing market rents.

To effectively administer this program, the legislation should establish a Mount Vernon Affordable Housing Assistance Fund Board responsible for oversight, policy guidance, and implementation. The Board shall consist of five (5) voting members: the Mayor of the City of Mount Vernon or his/her designee; the President of the City Council or his/her designee; and the President Pro Tem of the City Council or his/her designee; the Commissioner of Planning and Development or his/her designee; the Commissioner of Assessment or his/her designee. The Board's responsibilities would include recommending funding priorities, reviewing developer contributions and affordability proposals, ensuring compliance with ordinance requirements, and advancing best practices consistent with regional housing goals.

With the recent completion of the City's Comprehensive Plan, Mount Vernon is well-positioned to attract significant new housing investment, including market-rate and luxury development. This ordinance ensures that the workforce supporting the City's economy has meaningful opportunities to live in these new developments. The legislation should further require robust affirmative marketing

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MALCOLM CLARK
Chief of Staff
KHENDRA DAVID
Deputy Chief of Staff

plans to guarantee that affordable units are widely advertised and accessible to eligible residents, consistent with fair housing principles and County guidelines.

The ordinance should also provide developers with opportunities to earn density bonuses or regulatory incentives by delivering community benefits aligned with the Comprehensive Plan. Such incentives may be granted for the following actions:

- Creating new, publicly accessible open space within or adjacent to the development area
- Reducing parking requirements for housing developments located within 0.25 miles of transit stations
- Implementing green building features, including solar energy systems, high-efficiency heating and cooling, and on-site stormwater management
- Providing community facility space for local nonprofit or civic organizations
- Investing in a City-managed Community Benefits Fund for infrastructure improvements
- Providing affordable units at deeper levels of affordability than required by the ordinance
- Supporting affordable homeownership opportunities, including cooperatives
- Incorporating historic preservation elements in surrounding areas
- Redeveloping brownfield or underutilized sites
- Contributing to off-site infrastructure improvements
- Prioritizing housing opportunities for municipal employees

Alternatively, developers may satisfy inclusionary obligations through a fee-in-lieu contribution of five percent (5%) to the City's Affordable Housing Assistance Fund, as established by this legislation. Mount Vernon's proposed fee-in-lieu structure is consistent with established practices in Westchester County, particularly in the Cities of Yonkers and White Plains. Yonkers permits developers to satisfy their inclusionary housing obligation by providing affordable units equal to five percent (5%) of total allowable units, combined with a per-unit cash contribution to the City's Affordable Housing Assistance Fund, in lieu of constructing the full on-site set-aside. White Plains similarly allows a fee-in-lieu alternative, calculated as a per-unit contribution for each required affordable unit, with proceeds dedicated to its Housing Assistance Fund to support citywide affordability initiatives. In both cities, the fee-in-lieu option has proven to be an effective tool for generating flexible funding while maintaining development feasibility and advancing long-term affordable housing goals.

Funds generated through the Affordable Housing Assistance Fund may be used to support a range of housing initiatives modeled after successful programs in Yonkers and White Plains, including but not limited to: down payment and closing cost assistance for first-time homebuyers; preservation of existing affordable housing; gap financing for new affordable or mixed-income developments; rehabilitation of aging housing stock; and targeted programs to support workforce and senior housing.



CITY OF MOUNT VERNON, N.Y.

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MALCOLM CLARK
Chief of Staff
KHENDRA DAVID
Deputy Chief of Staff

These investments will ensure that Mount Vernon's growth remains inclusive, equitable, and responsive to community needs.

The City of Mount Vernon remains committed to advancing housing policies that promote opportunity, affordability, and economic vitality. I respectfully request the City Council's consideration of this legislation and welcome the opportunity to provide additional information as needed.

In Service,

Shawyn Patterson-Howard, Mayor
City of Mount Vernon, NY

"The Jewel of Westchester"



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MALCOLM CLARK
Chief of Staff
KHENDRA DAVID
Deputy Chief of Staff

January 22, 2026

City Council
City Hall
One Roosevelt Square
Mount Vernon, NY 10550

RE: Request for City Council to enact legislation to update City Municipal Code to permit and regulate land use on specific Retail and Storefront Classifications. For consideration on the agenda for January 28, 2026.

Honorable City Councilmembers,

In January 2024, the Industrial Development Agency (IDA) submitted a formal request for legislation to limit the concentration of certain uses within the City's commercial districts. The request was made in response to an oversaturation of certain types of retail businesses, non-retail storefront uses, and other commercial uses, including:

- Neighborhood Convenience Stores (Corner stores/Bodegas)
- Small Box Discount Stores (Dollar stores)
- Smoke and Hookah Retail Shops
- Storefront Faith-Based Organizations
- Auto Repair Service Shops
- Liquor Stores
- Carry-out Restaurants
- Customary Personal Services

This initial request was originally considered in tandem with the City's work on the (now adopted) Comprehensive Plan, to remedy a growing imbalance in our commercial corridors. We have observed an oversaturation of certain storefront types that do not contribute significantly to our sales tax base yet demand a disproportionate share of public safety and health resources. Our goal is to preserve the unique character of our neighborhoods and business districts while ensuring a sustainable economic future.

While no legislation was enacted in response to the IDA's 2024 request, the oversaturation of these types of uses remains an issue. As the City enters the critical phase of updating our zoning code to align with the Comprehensive Plan, I am requesting that this issue be reviewed at this time, along with the consideration of new zoning provisions to address this oversaturation. These new zoning provisions can be implemented in the short-term through a new Ordinance or Local Law, while the City works through the broader changes to our Zoning Ordinance throughout the rest of this year.

Initial review would be conducted by staff in the Department of Planning and Community Development (PCD), who have decades of experience with Zoning Ordinances in Westchester County. There have been several instances where our neighboring municipalities have successfully limited the overconcentration of similar uses through zoning amendments. Mount Vernon should do the same by utilizing PCD's expertise in these matters to

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MALCOLM CLARK
Chief of Staff
KHENDRA DAVID
Deputy Chief of Staff

help develop targeted regulations that can be applied across all of the City's non-residence and mixed-use districts.

Most likely, these regulations would take the form of special permit criteria, spacing requirements, or limits on uses within certain zoning districts or geographic areas. However, the type of regulation may ultimately vary according to the type of use that is considered. For example, PCD staff has seen examples of smoke shop regulations that are different than regulations limiting dollar stores or carry-out restaurants. The difference in these regulations has more to do with how these businesses operate, how much land they need, how much parking they require, etc. These nuances can be parsed by PCD staff, and recommendations for each set of regulations can be provided by PCD. PCD staff will also need to work with Corporation Counsel to ensure the legality of certain regulations. This is particularly important with respect to faith-based or religious uses, which may have specific protections under the Religious Land Use and Institutionalized Persons Act (RLUIPA). PCD staff will evaluate these concerns in conjunction with Corporation Counsel.

In addition, as part of this effort, it will be important for any new regulations to avoid impacting certain assets that the City currently enjoys, such as the restaurant districts on Lincoln Avenue or on Gramatan Avenue in Fleetwood. It should not be the intention of any new zoning regulations to cause existing, successful businesses in these areas with regional customer bases to become non-conforming. The purpose is to be deliberate in assuring that residents of Mount Vernon have in-city access to services they need by addressing market saturation, proximity issues and the impact on public welfare.

PCD staff have confirmed that there have been no applications in front of any of our three Land Use Boards for the commercial uses listed above in the past year. The only exception is an application for one car detailing business, which is scheduled for approval resolution at the February 4, 2026 Planning Board meeting. Due to this low volume of current applications, the City should not need to impose a moratorium on these uses while PCD staff works with Corporation Counsel to draft the regulations.

The City of Mount Vernon remains committed to fostering a vibrant, diverse, and safe commercial environment that supports long-term economic growth and neighborhood quality of life. Should you have any questions or require additional information, please contact my office directly.

Respectfully submitted,

In Service,

A handwritten signature in blue ink that reads "Shawyn Patterson-Howard".

Shawyn Patterson-Howard, Mayor
City of Mount Vernon, NY

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