

Daniel Sarnoff

From: Mastrogiorgio Quirk, Jennifer <jmq9@westchestercountyny.gov>
Sent: Tuesday, May 14, 2024 10:11 AM
To: Jason Pinto; Daniel Sarnoff
Cc: Mitra, Chandreyee
Subject: YTH2429 Mamaroneck - Summer Camp – Contract for Signature
Attachments: YTH2429 IMA Mamaroneck - Summer Camp.pdf

Attached is the 2024 Summer Camp Program contract for your execution. Please review to be sure addresses and names are correct, let me know if you see any possible errors. Please print single-sided, NO staples, sign/notarize and return the original document to me at the address below, along with your certificates of insurance outlined in Schedule C by **May 30, 2024**. Also, please scan and email the completed/signed documents to me at jmq9@westchestercountyny.gov.

Please be sure that we have the most current Certificate of Liability Insurance on file. To ensure all certificates are current and meet all requirements, **please note** –

- Insurance documents must cover the contract period of **October 1, 2023 – September 30, 2024**.
**It is the responsibility of you, as the Contractor, to provide us with proof of insurance renewals when they are due.*
- Certificate holder must be:
County of Westchester
148 Martine Avenue
White Plains, NY 10601
- **Abuse and Molestation Clause** must be included on the Liability insurance certificate
- The following verbiage is to be included in the Description of Operations Box of the Liability Insurance Certificate
“Certificate holder is included as additional insured on a primary & non-contributory basis under the Commercial General Liability, Automobile Liability and Umbrella/Excess Liability policies. All policies including Workers Compensation include a waiver of subrogation in favor of the certificate holder.”
- If your organization claims exemption from disability or workers comp, please supply this:
http://www.wcb.ny.gov/content/ebiz/wc_db_exemptions/requestExemptionOverview.jsp

Contract execution typically takes 4-6 weeks from receiving the contract signed by the vendor. As soon as it is executed you will be notified. If you have any questions, please let me know.

Thank you.

Jennifer Mastrogiorgio | **Contracts Management**

Westchester County Youth Bureau | 112 E. Post Road, 3rd Floor | White Plains, NY 10601
Tel: 914-995-3918 | Fax: 914-995-3781 | jmq9@westchestercountyny.gov