

**11338**

To: Board of Acquisition and Contract

From: Thomas J. Lauro, P.E.  
Commissioner of Environmental Facilities

Date: April 26, 2010

Re: Request for **Authority to Solicit Bids by Public Advertisement** for  
Contract No. **EF-1006**  
Service, Repair and Replacement of Electric Motors  
Various Locations, Westchester County, New York

Attached for your consideration is a resolution, which, if approved by your Honorable Board, would authorize the Department of Environmental Facilities to solicit bids by public advertisement for the above referenced project. The work under this contract consists of providing all necessary labor, materials, parts and equipment required to service and repair electric motors at various DEF facilities located throughout Westchester County.

Funds for this project are available in the Operating Budget. This contract is for a term of two (2) years. The Contract may be extended by mutual consent of the Contractor and the County of Westchester for one (1) additional two year term with all prices, terms and conditions remaining the same as the original contract.

The goals and objectives of the Contract are to acquire the services of a contractor with the relevant experience and the specialized shop equipment necessary to perform work on industrial electric motors. The selected contractor will be responsible for all required inspection, shop testing, disassembly, transportation to DEF facilities and reinstallation, if required at the site.

Repair services to be provided will include:

- Clean motor and replace bearings
- Lubricate oil rings
- Fix cracks or breaks in frame
- Re-finish shaft bearing surfaces including commutators
- Rewind new coils at stator and replace all leads
- Balance rotor
- Test completed assembly

The quantity of repair work is unknown, therefore the County will utilize the services of this contract as-needed and when directed by DEF supervisory personnel. After each service visit, a

written report will be generated by the Contractor, which will be signed off by a DEF maintenance superintendent and will serve as verification that the work was performed. These service reports are to be submitted with each payment request. Signed verification by DEF is for payment and tracking purposes only and in no way relieves contractual responsibility from the Contractor for completing the work as described herein. The Contractor will be responsible to comply with all applicable regulations and industry standards.

The work is fiscally responsible and ensures the health and safety of Westchester County residents. Electric motors drive the pumps and process equipment that are used on a 24/7 continuous basis to ensure that the County maintains compliance with the requirements of the SPDES discharge permits. This Contract is deemed to fulfill a public purpose as the services provided under this Contract protect the buildings and facilities owned by the Department of Environmental Facilities and enables the Department to carry out its basic mission to provide wastewater treatment and maintain satisfactory water quality.

Approval of the attached resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 9-10-2010 - JOMARY VIEIRA, SECRETARY

# RESOLUTION

Upon communication from the Commissioner of Department of Environmental Facilities,

**RESOLVED**, that the Commissioner of Environmental Facilities is hereby authorized to solicit bids by public advertisement for the following two (2) year Contract with an option to extend for one (1) additional two year term with all prices, terms and conditions remaining the same as the original contract:

**CONTRACT NO. EF-1006**  
 Service, Repair and Replacement of Electric Motors  
 Various Locations  
 Westchester County, New York;

and be it further

**RESOLVED**, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be receipt of a performance and payment bond in an amount equal to 50% of the total contract amount, and in a form approved by the County Attorney. The Bond Underwriter or Surety must appear on the U.S. Treasury's listing of approved sureties (Department Circular 570) and all Sureties must be licensed to transact business in New York as a surety company; and be it further

**RESOLVED**, Pursuant to Section 308.01 of the Laws of the County of Westchester, it is the goal of the County to use its best efforts to encourage, promote and increase the participation of business enterprises owned and controlled by persons of color or women - Minority Business Enterprise (MBE) and Women Business Enterprise (WBE); and be it further

**RESOLVED**, that such advertisement shall appear in the following County newspaper(s):

**THE JOURNAL NEWS**

Account to be			Major Program,	Object/Su												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Budget Funding Year (s) _____</td> <td style="width: 40%;">Start Date: _____ End Date: _____</td> </tr> <tr> <td colspan="2">----- (must match resolution)</td> </tr> <tr> <td>Funding Source</td> <td>Tax dollars _____100%_____</td> </tr> <tr> <td></td> <td>State Aid _____</td> </tr> <tr> <td></td> <td>Federal Aid _____</td> </tr> </table>							Budget Funding Year (s) _____	Start Date: _____ End Date: _____	----- (must match resolution)		Funding Source	Tax dollars _____100%_____		State Aid _____		Federal Aid _____
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