

John J. Hsu, P.E. Commissioner of Public Works and Transportation June 24, 2011 Resolution for Authority to Advarra Contract No. 11-216 Laintenance **Department of Public Works and Transportation**

20019

TO:

FROM:

DATE:

SUBJECT:

Maintenance Service of Fan Coil Units

White Plains Complex White Plains, New York

The 2011 Operating Budget contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor, material and equipment required to perform testing, inspections and repair services for all fan coil units located at the Richard J. Daronco Courthouse, Courthouse Annex, Low-Rise Building, 85 Court Street and 112 East Post Road in White Plains, New York. This contract is for a term of three (3) years.

The objective of this contract is to maintain fan coil units for continuous and uninterrupted operation.

This contract is in the public's best interest because it will promote the health and safety of the general public by maintaining heat and air conditioning systems within specified parameters.

The project will provide energy savings by maintaining fan coil units within operating specifications, thus addressing the County Executive's priority area: Health and the Environment (HE).

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's online financial system. These records will be easily accessible by Finance, Budget and department staff and will be reviewed regularly to ensure that funds are used appropriately.

RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, be it

RESOLVED, that the Commissioner of Public Works and Transportation be and he hereby is authorized to solicit bids by public advertisement on the following contract:

CONTRACT NO. <u>11-216</u>
Maintenance Service of Fan Coil Units

White Plains Complex White Plains, 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 30% 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, that this advertisement for bids will state that pursuant to Chapter 308 of the Laws of the County of Westchester, the policy of the County is to encourage the meaningful and significant participation on County contracts for business enterprises owned by persons of color and 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 (Southern Edition)

Account to be	
Charged/Credited	

		Major Program, Program	Object/	Trust	
Fund	Dept.	& Phase Or Unit	Sub Object	Account	Dollars
101	46	2000	4250		

Budget Funding Y	ear(s) 2011 Start Date:	End Date:
Funding Source:	Tax Dollars 100% County	Contractor Federal I.D. No./ Social Security No.:
	State Aid	Social Security 110
\$	Federal Aid	Vendor No.:
(must match resolution)	Other	Encumbrance No.: