

31818

TO: Board of Acquisition and Contract

FROM: Jay T. Pisco, P.E.
Commissioner of Public Works and Transportation

DATE: January 22, 2013

SUBJECT: Resolution to Award to the Low Bidder
Contract No. WCA 12004
Landscape Maintenance
Westchester County Airport

Contractor: Suburban Maintenance and Landscaping Inc.

Amount: \$161,000.01

On December 12, 2012, five (5) bids were received and opened for Contract No. WCA 12004, Landscape Maintenance, Westchester County Airport, for the three (3) year term commencing April 1, 2013 and ending March 31, 2016.

A pre-bid meeting was held at the Airport on November 28, 2012, with ten (10) companies in attendance. The low bid received is from the incumbent service provider, Suburban Maintenance and Landscaping Inc., 17 Saw Mill River Road, P.O. Box 150, Hawthorne, New York 10532, in the amount of \$161,000.01 for the three (3) year term.

The low bidder has been investigated and it has been found that Suburban Maintenance and Landscaping Inc.:

- Performed satisfactory work in the past for the County.
- Past experience has been investigated and found satisfactory.

Funds for this project are available in the:

- Capital Budget
- Non-Recurring Budget
- Operating Budget
- Other (Airport Special Revenue Fund)

The services to be performed will benefit the general health and safety of the traveling public by maintaining the grounds of the Airport in a clean condition and free of large hedges and tall grasses that may limit visibility of pedestrians and motorists. The main goal of this contract will be to maintain the grounds in a neat and orderly manner on a weekly basis.

This contract will be overseen by Airport Operations, and payments will be made to the contractor only upon receipt of an invoice for performance of the scheduled services and seasonal plantings.

Payment for this contract will be made from the Airport Special Revenue Fund, not the County General Fund, and will not impact the County tax levy.

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It is my recommendation that Contract No. WCA 12004 be awarded to Suburban Maintenance and Landscaping Inc. in the not to exceed amount of \$161,000.01.

A proposed Resolution is attached for your consideration

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/14/2019 - JOMARY VIEIRA, SECRETARY

RESOLUTION

CONTRACT NO. WCA 12004

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

RESOLVED, that Contract No. WCA 12004 for Landscape Maintenance, Westchester County Airport, be and is hereby awarded to the low bidder, Suburban Maintenance and Landscaping Inc., 17 Saw Mill River Road, P.O. Box 150, Hawthorne, New York 10532, in the amount not to exceed \$161,000.01 for the three (3) year term commencing April 1, 2013 and ending March 31, 2016; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby empowered to execute any and all instruments and take such other actions as may reasonably be necessary to effectuate the purposes thereof.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	4380-15		\$53,667.00 (2013)
	161	44	4110	4380-15		\$53,667.00 (2014)
	161	44	4110	4380-15		\$52,666.00 (2015)
	161	44	4110	4380-15		\$ 1,000.00 (2016)

Budget Funding Year(s) 2013-2016 **Start Date:** April 1, 2013 **End Date:** March 31, 2016
(must match resolution)

Funding Source: **Tax Dollars** _____

Contractor Federal I.D. No./
Social Security No.: _____

State Aid _____

\$161,000.01
(must match resolution) **Federal Aid** _____

Vendor No.: _____

Other 100% Airport Special Revenue Fund

Encumbrance No.: _____