



Westchester Community College

State University of New York

33468

TO: Board of Acquisition and Contract

FROM: Joseph N. Hankin
President, Westchester Community College

DATE: April 16, 2013

SUBJECT: Resolution to Award to the Low Bidder
Contract No. WCC-13-385
Semi-Annual Elevator Safety Inspection
Westchester Community College
Valhalla, New York
Contractor: CNY Elevators, Inc
Amount: \$29,000.00

On April 10, 2013, two (2) bids were received and opened for Contract No. WCC-13-385 Semi-Annual Elevator Safety Inspection, Westchester Community College, Valhalla, NY.

Only two (2) contractors submitted bids because the project requires special licenses and certifications in order to conduct service on this type of system. The College canvassed potential bidders throughout the tri-state area who were certified and personally notified these companies of the project. The project was advertised in Journal News (Central Edition). A total of three (3) contractors received specifications with only the two bids received. The service and inspection of this system is required by the NYS Uniform Fire Prevention and Building Code.

The bids were reviewed by the Department and it was determined that CNY Elevators, Inc., submitted the low bid in the amount of \$29,000.00.

The low bidder has been investigated and it has been found that CNY Elevators, 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

It is my recommendation that Contract WCC-13-385 be awarded to CNY Elevators, Inc., in the amount of \$29,000.00 subject to appropriation.

This Department will track scheduling and accomplishments by the contractor and perform on-site inspections to ensure the successful completion of this project.

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/02/2013 - JOMARY VIEIRA, SECRETARY

RESOLUTION

CONTRACT NO. WCC-13-385

Upon communication from the President, Westchester Community College be it

RESOLVED, that Contract No. WCC-13-385 for Semi-Annual Elevator Safety Inspection, Westchester Community College, Valhalla, New York be and is hereby awarded to the low bidder, CNY Elevators, Inc., 327 West Fayette St., Syracuse, NY 13202, in the amount of \$29,000.00; and be it further

RESOLVED, that this contract is subject to County appropriations; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	010	34		4408		\$29,000

Budget Funding Year(s) 2012/2013 thru 2017/2018

Start Date: Sept 1, 2013

End Date: Aug 31, 2018

Funding Source: Tax Dollars \$6,670.00

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

State Aid \$7,540.00

(must match resolution)

Federal Aid _____

Vendor No.: _____

Other \$14,790.00

Encumbrance No.: _____