

38836

TO: Board of Acquisition and Contract

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

DATE: March 4, 2014

SUBJECT: Resolution to Award to the Low Bidder
Contract No. **BOE 14-02**
2014 Primary, Special and General Election Moving Services and Storage of Handicapped
Accessibility Equipment, Zone 2 - Bedford, Lewisboro, Mount Kisco, New Castle, North Salem
and Pound Ridge
Contractor: Elate Moving LLC (***WBE***)
Amount: \$28,800.00

On February 19, 2014, seven (7) bids were received and opened for Contract No. BOE 14-02 for 2014 Primary, Special and General Election Moving Services and Storage of Handicapped Accessibility Equipment, Zone 2 - Bedford, Lewisboro, Mount Kisco, New Castle, North Salem and Pound Ridge.

The bids were reviewed by the Department and it was determined that Elate Moving LLC submitted the low bid in the amount of \$28,800.00.

The low bidder has been investigated and it has been found that Elate Moving LLC:

- 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

The public purpose, as well as the goal and objective of this contract, is to allow the Board of Elections to carry out its statutory duties in connection with all upcoming 2014 Primary, Special and General Elections and to ensure that all eligible County residents have the opportunity to exercise their right to vote.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's on-line 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.

It is my recommendation that Contract No. BOE 14-02 be awarded to Elate Moving LLC in the amount of \$28,800.00, subject to appropriations.

RESOLUTION

CONTRACT NO. BOE 14-02

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

RESOLVED, that Contract No. BOE 14-02 for 2014 Primary, Special and General Election Moving Services and Storage of Handicapped Accessibility Equipment, Zone 2 - Bedford, Lewisboro, Mount Kisco, New Castle, North Salem and Pound Ridge be and is hereby awarded to the low bidder, Elate Moving LLC, 305 Broadway, 14th Floor, New York, New York 10007, in the amount of \$28,800.00; and be it further

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

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; 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 |
|--------------------------------|------|-------|--|--------------------|---------------|-------------|
| | 101 | 14 | 1000 | 4380 | | \$28,800.00 |
| | | | | | | |

Budget Funding Year(s) 2014 **Start Date:** April 1, 2014 **End Date:** December 31, 2014
(must match resolution)

Funding Source: **Tax Dollars** 100% County

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

State Aid _____

\$28,800.00
(must match resolution)

Federal Aid _____

Vendor No.: _____

Other _____

Encumbrance No.: _____