



# Westchester Community College

State University of New York

**41413**

**TO:** Board of Acquisition and Contract  
**FROM:** Dr. John F. M. Flynn  
Interim President, Westchester Community College  
**DATE:** July 16, 2014  
**SUBJECT:** Resolution for Authority to Advertise  
Contract No. WCC-15-062  
Digital Photocopier Services  
Five Year Term Commencing March 23, 2015  
Westchester Community College  
Valhalla, New York

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The 2014/2015 Operating Budget contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor, materials and equipment required for preventative maintenance, inspection, and emergency service on all photocopy equipment at the Westchester Community College.

# RESOLUTION

Upon communication from the Interim President of Westchester Community College, be it

**RESOLVED**, that the President of Westchester Community College be and he hereby is authorized to solicit bids by public advertisement on the following contract:

**CONTRACT NO. WCC-15-062**  
**For**  
**DIGITAL PHOTOCOPY SERVICES**  
**WESTCHESTER COMMUNITY COLLEGE**  
**VALHALLA, 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 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 Local Law No. 27-1997 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

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
	010	34	0250	4075		

Budget Funding Year(s) 2014/2015 Start Date 03/23/15 End Date 03/22/2020  
 (must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_ Contractor Federal I.D. No./ Social Security No.: \_\_\_\_\_  
 State Aid: \_\_\_\_\_  
 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_