

60043

TO: Board of Acquisition and Contract

FROM: Vincent F. Kopicki, P.E.
Acting Commissioner of Environmental Facilities

DATE: December 12, 2017

SUBJECT: Change Order No. 1
Contract No. **EF-1504**
Maintenance Service of Electrical Switchgear
Department of Environmental Facilities
Various Locations
Westchester County, New York

CONTRACTOR: Longo Electrical-Mechanical Inc.

Amount of Change Order No. 1: \$125,000.00

On July 23, 2015, your Honorable Board awarded Contract No. EF-1504, Maintenance Service of Electrical Switchgear at various locations of the Department of Environmental Facilities ("DEF"), Westchester County, New York to Longo Electrical-Mechanical Inc., One Harry Shupe Blvd., Wharton, NJ 07885, in the amount of \$302,686.00. The original term is from August 1, 2015 to July 31, 2018. Work under this contract consists of providing all necessary labor, materials, parts and equipment required for maintenance, service and testing of medium and low voltage switchgear, circuit breakers, transformers, and electrical equipment.

The majority of contract funds have been expended in the first two years of this contract term. In the course of conducting periodic maintenance, unexpected repairs were undertaken at various locations.

The objective of this Change Order is to provide funds in the current contract year to provide the necessary work and does not materially alter the main purpose of the contract as to constitute a new undertaking.

With consent of your Honorable Board, the Department would like to increase the contract amount to cover for the additional work that was completed in Year 2, Year 3 and other anticipated work that will be needed in Year 3 of the contract term. Accordingly, it is recommended that the contract be increased to address these unanticipated repairs and to maintain the equipment in good working order. This Change Order No. 1 will cover the additional work required to service and maintain all equipment listed in the contract.

It is requested that your Honorable Board approve the attached Resolution for Change Order No. 1 in the amount of \$125,000.00 to cover the cost of additional on-call services and other repair work that may be needed.

Original Contract Amount: \$302,686.00
Change Order No. 1: \$125,000
New Contract Amount: \$427,686.00

The work that will be performed by Change Order No. 1 is consistent with the original work and does not materially alter the main purpose of the contract as to constitute a new undertaking.

The goals and objectives of the contract are to obtain services that will allow the Department to maintain a continued, efficient operation of water resource recovery facilities and pumping station electrical equipment. Personnel from the Department of Environmental Facilities will manage and supervise the work performed by the Contractor.

This Contract is deemed to fulfill a public purpose as the services provided under this contract protect the building and facilities owned by the Department of Environmental Facilities and enable the Department to carry out its basic mission to provide wastewater treatment and maintain satisfactory water quality.

It is requested that your Honorable Board take action on the following:

Approval of Change Order No. 1

Total Amount of Change Order No.1.....\$125,000.00

This Change Order has been reviewed by the Law Department and a proposed form of Resolution is attached hereto for your approval.

Approval is recommended.

RESOLUTION

CHANGE ORDER NO.1

Upon communication from the Commissioner of the Department of Environmental Facilities,

WHEREAS, the Acting Commissioner of Department of Environmental Facilities, requests approval of

Change Order No.1 on Contract No. EF-1504, between the County of Westchester and Longo Electrical-Mechanical Inc., One Harry Shupe Blvd., Wharton, NJ 07885 for Maintenance Service of Electrical Switchgear of the Department of Environmental Facilities at its various locations, Westchester County, New York; and

WHEREAS, it is requested that Contract No. EF-1504, be amended to provide for additional repairs that will be required for maintaining Electrical Switchgear at any of the various facilities that cannot be handled with County personnel or equipment; and

WHEREAS, this matter has been discussed by the Board; now, therefore, be it

RESOLVED, that said Change Order No.1 on Contract No. EF-1504 be and the same is hereby approved in the amount of \$125,000.00: and be it further

RESOLVED, that all other terms and conditions of Contract No. EF-1504 shall remain in full force and effect; and be it further

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

| | |
|---------------------------------|---------------------|
| RE: CONTRACT NO. EF-1504 | |
| CONTRACT AMOUNT: | \$302,686.00 |
| CHANGE ORDER NO. 1 | \$125,000.00 |
| NET INCREASE: | \$125,000.00 |
| <u>REVISED CONTRACT AMOUNT:</u> | <u>\$427,686.00</u> |

Total Amount of Change Order No.1.....\$125,000.00

Account to
be charged/
Credited

2017
2018

| Fund | Dept | Magor Program, Program & Phase or Unit | Object/Sub Object | Trust Account | Dollars |
|------|------|---|----------------------|------------------|----------|
| 221 | 60 | 0110 | 4380-99 | | \$60,000 |
| 221 | 60 | 0110 | 4380-99 | | \$65,000 |

Budget Funding Year (s) 2017-18 Start Date: End Date:

| | | |
|------------------------|---------------------------------------|--|
| Funding Source: | Tax dollars <u>100% County</u> | |
| | State Aid _____ -0- _____ | |
| | Federal Aid _____ -0- _____ | |
| | Other _____ -0- _____ | |

\$125,000.00

(Must match resolution)