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TO: Board of Acquisition and Contract

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

DATE: March 8, 2018

RE: Second Amendment to Contract No. **EF-1613**
Authorization to extend the term of Agreement between the County of Westchester and Benchmark Architectural Products Group, LLC until June 11, 2018 at no additional cost.

On December 12, 2016, Contract No. EF-1613 was executed between the County of Westchester ("County") and Benchmark Architectural Products Group, LLC ("Benchmark") for the replacement of doors for the Department of Environmental Facilities at various locations throughout Westchester County, New York, in the amount of \$198,713.00. The contract duration was originally scheduled for a term ending on December 11, 2017. On December 22, 2017, the First Amendment to Contract No. **EF-1613** was executed between the County and Benchmark to extend the contract term to March 11, 2018 at no additional cost to the County because the Contractor had unforeseen production delays from his suppliers as well as the need to correct minor errors from his suppliers on some of the door hardware supplied.

The County has been satisfied with the quality of services provided to date. An extension of time is being requested because the final door provided to the Contractor was cut two inches too short for the door opening by the supplier. As result, a new door needs to be fabricated and the Contractor requires time to install the door after it is provided to the Contractor. The attached Resolution for Amendment No. 2 has been prepared to extend the contract end date and will provide the Contractor additional time to complete all the contract work in a proper and professional manner.

The attached resolution is requesting an extension of the agreement until June 11, 2018, with no increase in the not to exceed amount of \$198,713.00. The time extension is requested for the Contractor to complete all the required contract work in connection with the replacement of doors for the Department of Environmental Facilities at various locations throughout Westchester County, New York at no additional cost.

The intent of this amendment is to allow the Contractor sufficient time to complete the entire scope of contract work. Department representatives will continue to track and monitor the Contractor's work and verify the work is in accordance with the contract documents. This Contract is deemed to fulfill a public purpose as the services provided under this Contract protect the building facilities and equipment systems that are operated by DEF personnel and enable the Department to carry out its basic mission to provide wastewater treatment and maintaining satisfactory water quality.

Approval by the Board of Acquisition and Contract is respectfully requested.

RESOLUTION

Upon a communication from the Commissioner of Environmental Facilities, be it hereby

RESOLVED, That County of Westchester, acting by and through its Department of Environmental Facilities, ("County") be and is hereby authorized to amend Agreement No. EF-1613 with Benchmark Architectural Products Group, LLC, 173 Route 303, Valley Cottage, NY 10989, for replacement of doors for the Department of Environmental Facilities at various locations throughout Westchester County, New York, by extending the term until June 1st, 2018; and be it further

RESOLVED, that all other terms and conditions of the prior resolution will remain the same; 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.

Original Agreement	\$198,713.00
This Amendment	\$0.00
 TOTAL	 \$198,713.00

CONTRACT NO. EF-1613

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
						N/A

Budget Funding Year(s) _____ Start Date 12/12/16 End Date 06/11/18
 (must match resolution)

Funding Source: Tax Dollars _____
 State Aid _____
 _____ Federal Aid _____
 (must match resolution) Other _____