

65160

TO: Board of Acquisition and Contract

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

DATE: September 24, 2018

SUBJECT: Resolution to Award to the Lowest Responsive Bidder
Contract No. **EF-1810**
Maintenance Service of Electrical Switchgear
Department of Environmental Facilities
Various Locations
Westchester County, New York
Contractor: Advanced Testing Systems, Inc.
Amount: \$391,280.00

On September 12, 2018, two (2) bids were received and opened for Contract No. EF-1810 for the Maintenance Service of Electrical Switchgear, Department of Environmental Facilities, various locations of the Department of Environmental Facilities ("DEF"), Westchester County, New York and Longo Electrical-Mechanical, Inc. submitted the apparent low bid in the amount of \$348,466.00.

After the subsequent review of bids by DEF, it was determined that Longo Electrical-Mechanical, Inc. was non-responsive to the bid specification and qualifications for failing to be an independent testing organization with InterNational Electrical Testing Association ("NETA") accreditation as required in the Information of Bidders page, IB-1 of the bid specification.

Accordingly, DEF has determined that the lowest responsive bidder is Advanced Testing Systems, Inc. and the County of Westchester ("County") therefore wishes to award the contract to Advanced Testing Systems, Inc. in the amount of \$391,280.00 ("Agreement"). The Advanced Testing Systems, Inc. ("Contractor") has been investigated and has been found to have previously performed satisfactory work for the County. Funds for this project are available in the Operating Budget. The Agreement is for a three (3) year term from October 9, 2018 through October 8, 2021. The Agreement includes an option to extend the term for one (1) additional three-year period with the mutual consent of the Contractor and the County upon the same prices, terms and conditions.

Only two (2) contractors submitted bids because the project requires specialty work. This project

was advertised on the Empire State Purchasing Group ("ESP") website, in addition to the Journal News, and was viewed by twelve (12) entities on the ESP website. This contract is crucial to maintaining the continuous operation of DEF's electrical switchgear, and other high voltage equipment. The Contractor will provide inspection, repair and replacement services when requested and when directed by the County. Operating this equipment at peak efficiency with minimal breakdowns is critical to extending the equipment life and protecting the DEF infrastructure. After each site visit, a written service report will be generated by the Contractor, which will be signed off by a DEF maintenance superintendent and will serve as verification that the work was performed. These service reports are to be submitted with each payment request. The Contractor will be responsible to comply with all applicable regulations and industry standards.

The goals and objectives of the Agreement are to obtain the services of a specialized contractor who has the prior experience and training to maintain the continued, efficient operation of wastewater treatment plant and pumping station electrical equipment.

Issuing this contract to inspect, maintain and service electrical equipment is fiscally responsible and promotes a safe work environment for department employees. It will help to extend the operating life of the equipment, ensuring the operations are per the manufacturer's recommendations, and will help to prevent hazards due to improper operation of equipment. In addition to lower operating costs, regular maintenance has been proven to extend the overall life of the equipment, thereby pushing replacement costs further into the future.

The firm that is awarded this Agreement will perform inspection and preventive maintenance and the work will be performed by qualified service personnel who have the specialized training, tools and testing equipment to work on high voltage electrical systems. By utilizing the field reports, DEF will better be able to gauge when major upgrades or capital improvements are needed, and can plan accordingly.

This Agreement will have a public purpose of protecting the building and facilities owned by the County and enable DEF to carry out its basic mission to provide wastewater treatment and maintaining satisfactory water quality. This project will provide an environmental benefit by reducing energy consumption through testing, calibrating and maintaining the electrical equipment in efficient working order.

This resolution has been reviewed by the Department of Law.

It is my recommendation that Contract No. EF-1810 be awarded to Advanced Testing Systems, Inc. in the amount of \$391,280.00.

VFK/lb/di

RESOLUTION

Contract No. EF-1810

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

WHEREAS, on September 12, 2018, two (02) bids were received and opened for Contract No. EF-1810 for the Maintenance Service of Electrical Switchgear, Department of Environmental Facilities at its various locations, Westchester County, New York; and

WHEREAS, the apparent low bidder, Longo Electrical-Mechanical, Inc did not meet the contractual requirement and qualifications as stated in the Information of Bidders page, IB-1 and was deemed non-responsive by the County; and

WHEREAS, the apparent second lowest bidder, Advanced Testing Systems, Inc., complied with all bid specifications; now, therefore, be it

RESOLVED, that the County of Westchester ("County") is hereby authorized to award the Contract No. EF-1810 for the Maintenance Service of Electrical Switchgear, Department of Environmental Facilities at its various locations, Westchester County, New York to Advanced Testing Systems, Inc. 15 Trowbridge Dr, Bethel, CT 06801 in the amount \$391,280.00 ("Agreement") as the lowest responsive bidder for a period of three (3) years with an option to extend for one (1) additional three-year term with the mutual consent of the contractor and the County, upon the same prices, terms and conditions as the original contract; and be it further

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

RESOLVED, that this Agreement 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 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
2018	221	60	0110	4380		\$29,780.00
2019	221	60	0110	4380		\$130,427.00
2020	221	60	0110	4380		\$130,427.00
2021	221	60	0110	4380		\$190,820.00

190,820.00

Budget Funding Year (s) 2018-2021 Start Date: 10/09/2018 End Date: 10/08/2021 130,427.00

97,820.00

Funding Source:

Tax dollars 100% County
State Aid _____
Federal Aid _____
Other _____

**Contractor -
Federal I.D. No.**

\$391,280.00

(Must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/18/2018 LISAPRIJAJ, SECRETARY