

66434

TO: Board of Acquisition and Contract

FROM: Hugh J. Greechan, Jr., P.E.
Commissioner of Public Works and Transportation

DATE: December 4, 2018

SUBJECT: Authority to exercise the County's option to extend the term of an agreement with CTE Incorporated for one two (2) year option period, thereby increasing the amount of the agreement by \$220,666.66 and extending the term of the agreement through May 31, 2021 (Contract No. 15-222)

By Resolution approved on May 5, 2016 (the "May 5th Resolution"), your Honorable Board awarded contract No. 15-222 to CTE Incorporated ("CTE"). The May 5th Resolution authorized the County of Westchester (the "County") to enter into Contract No. 15-222 with CTE, pursuant to which CTE was to provide Janitorial Services at District Office, 100 East First Street, Mount Vernon, New York for the amount of \$331,000.00 for the period of June 1, 2016 through May 31, 2019, ("Contract No. 15-222" or the "Agreement"), with the County having the sole option to extend the Agreement for one (1) two (2) year option period.

The County now seeks authority from your Honorable Board to 1) exercise the two (2) year renewal option and extend the termination date of the Agreement from May 31, 2019 to May 31, 2021; and 2) increase the amount of the Agreement by \$220,666.66, from an amount of \$331,000.00 to a new total amount not to exceed \$551,666.66.

All other terms and conditions of the May 5th Resolution and the Agreement shall remain unchanged and in full force and effect.

This contract is in the public's best interest because it will promote the health and safety of the general public by maintaining clean and sanitary conditions within County facilities.

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.

RESOLUTION

CONTRACT NO. 15-222

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

RESOLVED, that the County of Westchester ("County") is authorized to 1) exercise its two (2) year renewal option for Contract No. 15-222 with CTE Incorporated, 450 Westbury Avenue, Carle Place, New York 11514, to provide Janitorial Services at District Office, 100 East First Street, Mount Vernon, New York and extend the termination date of the Agreement from May 31, 2019 to May 31, 2021; and 2) increase the amount of the Agreement by \$220,666.66, from an amount of \$331,000.00 to a new amount not to exceed \$551,666.66; and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions of the May 5, 2016 Resolution and the Agreement shall remain in full force and effect and unchanged; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute all documents and take all actions necessary to effectuate the purpose hereof.

Original Agreement	\$331,000.00
This Amendment	<u>\$220,666.66</u>
TOTAL	\$551,666.66

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	46	3300	4380		\$ 64,361.11 (2019)
	101	46	3300	4380		\$110,333.33 (2020)
	101	46	3300	4380		\$ 45,972.22 (2021)

Budget Funding Year(s): 2019-2021 **Start Date:** June 1, 2019 **End Date:** May 31, 2021
 (must match resolution)

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

State Aid _____

\$220,666.66 **Federal Aid** _____
 (must match resolution)

Other _____