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TO: Board of Acquisition and Contract

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

DATE: January 28, 2019

SUBJECT: Resolution for Authority to Advertise
Contract No. WCA 19002
Tree Trimming and Brush Removal
Westchester County Airport
Towns of Harrison and North Castle and Village of Rye Brook, New York

The Airport Special Revenue Fund contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor, material and equipment required for tree trimming and brush removal at the Westchester County Airport. This contract is for a term of three (3) years with one two (2) year renewal at the discretion of the County.

The objective of this contract is to maintain the airfield in a safe condition for aircraft operations by removing branches and brush that interfere with the Airport's daily operations.

This contract is in the public's best interest by maintaining a safe airfield in compliance with Federal Aviation Administration ("FAA") regulations by removing sight obstructions and maintaining a clear perimeter fence line.

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.

Payment for this contract will be made from the Airport Special Revenue Fund, not the County General Fund and will not impact the County tax levy.

RESOLUTION

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

RESOLVED, that the Commissioner of Public Works and Transportation be and hereby is authorized to solicit bids by public advertisement on the following contract:

CONTRACT NO. **WCA 19002**
 Tree Trimming and Brush Removal
 Westchester County Airport

Town of Harrison and North Castle and Village of Rye Brook, New York

and be it further

RESOLVED, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be retainage of 5% of all work completed on an annual basis. Upon each annual anniversary the contractor may request payment of said retainage with the successful completion of all work performed during that period; and be it further

RESOLVED, that this advertisement for bids will state that pursuant to Chapter 308 of the Laws 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 (Westchester-Putnam Edition)

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	4380		

Budget Funding Year(s) 2019-2022 **Start Date:** _____ **End Date:** _____
 (must match resolution)

Funding Source: **Tax Dollars** _____

State Aid _____

\$ _____ **Federal Aid** _____

(must match resolution)

Other Airport Special Revenue Fund