

11292

TO: Board of Acquisition and Contract

FROM: John J. Hsu, P.E.
Acting Commissioner of Public Works

DATE: May 4, 2010

SUBJECT: Resolution for Authority to Advertise
Contract No. 10-217
Maintenance Service For Elevators
Various Locations
Westchester County, New York

The 2010 Operating Budget contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor, material and equipment required to perform testing, inspections and repair services for elevators at various County buildings and facilities located throughout Westchester County. This contract is for a term of three (3) years.

The objective of this contract is to maintain County elevators.

This contract is in the public's best interest because it will promote the health and safety of the general public by ensuring that County elevators are maintained to meet all state and local codes as required by annual inspections, thus addressing the County Executive's priority area: Safety and Security (SS). There are no energy or environmental components associated with this project.

If this resolution is not approved, regular maintenance and repair services would not be performed as required by annual inspections.

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

Upon communication from the Acting Commissioner of Public Works, be it

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

CONTRACT NO. **10-217**
Maintenance Service For Elevators
Various Locations
Westchester County, New York

and be it further

RESOLVED, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be receipt of a performance and payment bond in an amount equal to 30% of the total contract amount, and in a form approved by the County Attorney. The Bond Underwriter or Surety must appear on the U.S. Treasury's listing of approved sureties (Department Circular 570) and all Sureties must be licensed to transact business in New York as a surety company; 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 (Southern Edition)

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	46	2000	4250		

Budget Funding Year(s) 2010 **Start Date:** _____ **End Date:** _____
(must match resolution)

Funding Source: **Tax Dollars** 100% County **Contractor Federal I.D. No./**
State Aid _____ **Social Security No.:** _____

Federal Aid _____ **Vendor No.:** _____

Other _____ **Encumbrance No.:** _____

\$ _____
(must match resolution)