



# Westchester Community College

State University of New York

**14049**

September 15, 2010

To: The Honorable Board of Acquisition and Contract

From: Joseph N. Hankin, President  
Westchester Community College

Re: **Request authority to solicit bids by public advertisement for janitorial services at the Westchester Community College Extension Center in Mount Vernon, New York and Yonkers, New York**

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Attached for your consideration is a Resolution which, if approved by your Honorable Board, would authorize Westchester Community College to solicit bids by public advertisement for a contract for janitorial services at the Westchester Community College Extension Centers at 175 Gramatan Avenue, Mount Vernon, New York and 8510 Mall Walk, Cross County Shopping Center, Yonkers, New York. Work under the contract shall be for a four year period commencing upon completion of the bid process.

As security for the faithful performance of the contract, the successful bidder will be required to post security in the form of a performance bond in an amount equal to 30% of the annual contract amount.

Approval of the attached resolution is respectfully requested.

JNH  
Attachment

## **RESOLUTION**

Upon a communication from the President, Westchester Community College, be it

**RESOLVED**, that the President of Westchester Community College is hereby authorized to solicit bids by public advertisement for the following four year contract commencing upon completion of the bid process:

**JANITORIAL SERVICES FOR  
Westchester Community College Extension Centers at  
175 Gramatan Avenue, Mount Vernon, New York  
and  
8510 Mall Walk, Cross County Shopping Center,  
Yonkers, 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 bond in an amount equal to 30% of the annual 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 Section 308.01 of the Laws of Westchester County, it is the goal of the County 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 newspapers(s),

**JOURNAL NEWS (Southern, Central, and Northern Edition)**

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) 2010/11 Start Date \_\_\_\_\_ End Date \_\_\_\_\_

(must match resolution)

Funding Source Tax Dollars \_\_\_\_\_

State Aid \_\_\_\_\_

\$ \_\_\_\_\_ Federal Aid \_\_\_\_\_

(must match resolution)

Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 10-14-2010 - JOMARY VIEIRA, SECRETARY

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