

19525

TO: Board of Acquisition and Contract

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

DATE: June 2, 2011

SUBJECT: Resolution to Award to the Second Low Bidder
Contract No. **WCA 11-003**
Tree Trimming and Brush Removal
Westchester County Airport
Contractor: Downes Tree Service Company Inc.

Amount: \$750,000.00

The County of Westchester advertised, via the Journal News, for bids on Contract No. WCA 11-003, Tree Trimming and Brush Removal, Westchester County Airport. Five (5) firms expressed interest in the contract and acquired the bid specifications.

On May 25, 2011, five (5) bids were received and opened for Contract No. WCA 11-003, Tree Trimming and Brush Removal, Westchester County Airport, for the three (3) year term commencing July 1, 2011 and ending June 30, 2014.

The low bid received was from Suburban Maintenance and Landscaping, with a combined hourly rate for labor and equipment of \$354.45. The bidder has been determined to be non responsive as they do not meet the minimum requirements of the technical specifications for tree work, including but not limited to, equipment and a certified arborist. Therefore, it is in the best interests of the County to accept the second low bid, Downes Tree Service Company Inc., with a bid price of \$399 per hour. The second low bidder has been investigated and it has been found that Downes Tree Service Company Inc.:

Performed satisfactory work in the past for the County.
 Past experience has been investigated and found satisfactory.

Funds for this project are available in the:

Capital Budget
 Non-Recurring Budget
 Operating Budget
 Other (Airport Special Revenue Fund)

This contract will benefit the public by maintaining a safe airfield in compliance with FAA regulations by removing sight obstructions and maintaining a clear perimeter fence line. The primary goal 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 will be monitored by the Airport Operations Department and no payments made without an invoice and signed work order.

Board of Acquisition and Contract
Award to the Second Low Bidder
Contract No. WCA 11-003
Tree Trimming and Brush Removal
Westchester County Airport
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It is my recommendation that Contract No. WCA 11-003 be awarded to Downes Tree Service Company Inc., in the not to exceed amount of \$750,000 for the three (3) year term.

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.

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/16/2011 - ROMARY VIEIRA, SECRETARY

RESOLUTION

CONTRACT NO. WCA 11-003

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

RESOLVED, that Contract No. WCA 11-003 for Tree Trimming and Brush Removal, Westchester County Airport be and is hereby awarded to the second low bidder, Downes Tree Service Company Inc., 65 Royal Avenue, Hawthorne, NJ 07506 for a combined hourly rate of \$399 and in the amount not to exceed \$750,000.00 for the three (3) year term commencing July 1, 2011 and ending June 30, 2014; 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
	161	44	4110	4200-16		\$125,000 (2011)
	161	44	4110	4200-16		\$250,000 (2012)
	161	44	4110	4200-16		\$250,000 (2013)
	161	44	4110	4200-16		\$125,000 (2014)

Budget Funding Year(s) 2011-2014 **Start Date:** July 1, 2011 **End Date:** June 30, 2014
(must match resolution)

Funding Source: **Tax Dollars** _____
 State Aid _____

Contractor Federal I.D. No./
Social Security No.: _____

\$750,000 **Federal Aid** _____
(must match resolution)

Vendor No.: _____

Other 100% Airport Special Revenue Fund

Encumbrance No.: _____