

29440

TO: The Honorable Board of Acquisition and Contract

FROM: Jay T. Pisco, P.E.
Commissioner of Public Works and Transportation

DATE: September 25, 2012

SUBJECT: Resolution for Authority to Advertise
CONTRACT NO.: **WCA 12004**
LANDSCAPE MAINTENANCE
WESTCHESTER COUNTY AIRPORT

Attached for your consideration is a Resolution which, if approved by your Honorable Board, would authorize the Department of Public Works and Transportation to solicit bids by public advertisement for the above referenced project.

The work under this contract will consist of all necessary labor, materials and equipment for landscaping services at the Westchester County Airport, including lawn mowing, seasonal flower planting, and brush cutting for a period of three (3) years commencing April 1, 2013 and ending March 31, 2016.

The services to be performed will benefit the general health and safety of the traveling public by maintaining the grounds of the Airport in a clean condition and free of large hedges and tall grasses that may limit visibility of pedestrians and motorists. The main goal of this contract will be to maintain the grounds in a neat and orderly manner on a weekly basis.

This contract will be overseen by Airport Administration and payments made to the contractor only upon receipt of an invoice for performance of the scheduled services and seasonal plantings.

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.

A proposed Resolution to authorize the bid advertisement is attached for your consideration.

RESOLUTION

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

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

CONTRACT NO. WCA 12004
LANDSCAPE MAINTENANCE
WESTCHESTER COUNTY AIRPORT

and be it further

RESOLVED, that this service contract will be for a period of three (3) years commencing April 1, 2013 and ending March 31, 2016; 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
	161	44	4110	4380		N/A

Budget Funding Year(s) 2013-2016 Start Date April 1, 2013 End Date March 31, 2016
 (must match resolution)

Funding Source: Tax Dollars _____

State Aid _____

\$ _____ Federal Aid _____

(must match resolution)

Other Airport Special Revenue Fund