

36832

TO: The Honorable Board of Acquisition and Contract

FROM: Thomas J. Lauro, P.E.
Commissioner

DATE: November 04, 2013

SUBJECT: Request for Authority to Advertise
Contract No. **EF-1308**
Boiler Maintenance and Repairs
Three (3) Wastewater Treatment Plants at Peekskill, Port Chester & Yonkers Joint
Westchester County, New York

Attached for your information is a resolution, which, if approved by your Honorable Board, would authorize the Department of Environmental Facilities to solicit bids by public advertisement for a contract to service boilers. The work under this contract consists of providing all necessary labor, materials, parts and equipment required to service and repair boilers at the Peekskill, Port Chester and Yonkers Wastewater Treatment Plants. The Contract duration is for two (2) years. The Contract may be extended by mutual consent of the Contractor and the County of Westchester for one (1) additional two year term with all prices, terms and conditions remaining the same as the original contract.

These services are required to allow the Department of Environmental Facilities to maintain boilers at peak efficiency and to ensure they will function properly with a minimum number of breakdowns.

The goals and objectives of the contract are to obtain services which will allow the Department to maintain all boilers at three wastewater treatment plants. During the two year term of the contract, Department representatives will track and monitor the required preventive maintenance, and necessary repairs using written service reports which will be signed by Maintenance Superintendents. These service reports are to be submitted with each payment request. The Contractor will be responsible to comply with all applicable regulations and codes.

Issuing a contract for preventative maintenance is fiscally responsible because it will ensure the boilers are operating at their optimum levels, with no leaks or wasted energy inputs. Having qualified service personnel check the units at regular intervals will reduce the likelihood of needing emergency repairs, which are more costly than preventative maintenance services. In addition to lowering operating costs, regular maintenance has been proven to extend the overall life of the equipment, thereby pushing replacement costs further into the future. The boilers supply heat to buildings and equipment systems throughout the plant so it is vitally important to regularly maintain this infrastructure. If plant heating was interrupted, there is potential for pipes freezing and other problems that can be very costly to repair.

The firm that is awarded this contract will perform the preventative maintenance prior to each heating season, when the equipment systems can be safely taken off-line. Further, the work will be performed by qualified service personnel, who have the specialized training, tools and testing equipment to work on pressurized vessels. By utilizing the comprehensive test reports, DEF will better be able to gauge when major upgrades or capital improvements are needed, and can plan accordingly.

This Contract is deemed to fulfill a public purpose as the services provided under this contract protect the building and facilities owned by the Department of Environmental Facilities and enable the Department to carry out its basic mission to provide wastewater treatment and maintaining satisfactory water quality. The Operating Budget for contractual services contains the funds required for this service contract.

Your favorable approval of the attached resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACTS - 12/05/2013 - PRIMARY VERIFIED SECRETARY

RESOLUTION

Upon communication from the Commissioner of Environmental Facilities, be it hereby

RESOLVED, that the Commissioner of Environmental Facilities is hereby authorized to solicit bids by public advertisement on the following two (2) year contract with an option to extend for one (1) additional two (2) year term by mutual consent of the Contractor and the County of Westchester with all prices, terms and conditions remaining the same as the original contract:

CONTRACT NO: EF-1308

Boiler Maintenance and Repairs

Three (3) Wastewater Treatment Plants at Peekskill, Port Chester & Yonkers Joint
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 bond in the amount of 50% 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, Pursuant to Section 308.01 of the Laws of the County of Westchester, it is the goal of the County to use its best efforts to encourage, promote and increase the participation of business enterprises owned and controlled by persons of color or 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)

	Fund	Dept	Major Program, Program & Phase or Unit	Object/Sub	Trust Account	Dollars
	N/A					

Account to be charged/credited	<table style="width: 100%;"> <tr> <td>Budget Funding Year (s) (must match resolution)</td> <td>Start Date: _____ End Date: _____</td> </tr> <tr> <td>Funding Source</td> <td>Tax dollars <u>100%</u></td> </tr> <tr> <td></td> <td>State Aid _____</td> </tr> <tr> <td></td> <td>Federal Aid _____</td> </tr> <tr> <td>_____</td> <td></td> </tr> <tr> <td>(must match resolution)</td> <td>Other _____</td> </tr> </table>	Budget Funding Year (s) (must match resolution)	Start Date: _____ End Date: _____	Funding Source	Tax dollars <u>100%</u>		State Aid _____		Federal Aid _____	_____		(must match resolution)	Other _____
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