

ID53461

November 17, 2016

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner of Parks, Recreation and Conservation

RE: AUTHORITY TO ADVERTISE FOR BIDS FOR ARMORED CAR PICK-UP SERVICE

Attached for your consideration is a Resolution which, if approved by your Honorable Board, would authorize Westchester County to solicit for bids by public advertisement for the provision of armored car pick-up services at various Parks, Recreation and Conservation facilities. Work under the contract shall be for a term of three (3) years with one two (2) year renewal at the discretion of the County.

The service would pick up the daily receipts at golf courses, parks, pools, beaches, Playland and the County Center as needed, and deposit them in the appropriate bank as designated by the Department of Finance.

In lieu of providing a Bid Bond and performance bond, the County shall retain 10% of all work completed on an annual basis ("Retainage") as security for the successful completion of the contract. Upon each annual anniversary the contractor may request payment of said retainage with the successful completion of all work performed during that period.

This contract serves a public purpose as it ensures not only the secure transport of County funds but also the safety and security of the facilities and their personnel. The objective of this agreement will be monitored through service and bank reports and interaction with facility staff members.

A resolution requesting the same is attached for your Honorable Board's favorable consideration.

RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that the Department of Parks, Recreation and Conservation is hereby authorized to solicit bids by public advertisement for the following contract:

“Armored Car Receipts Pick-up and Deposit Service”
for various Parks, Recreation and Conservation facilities as needed; and be it further

RESOLVED, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be retainage of 10% of all work completed on an annual basis. Upon each annual anniversary the contractor may request payment of said retainage with the successful completion of all work performed during that period; and be it further

RESOLVED, that this advertisement for bids will state that pursuant to Section 308 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 advertisements will appear in the following County newspaper(s):

THE JOURNAL NEWS (Westchester-Putnam Edition)

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
165	42	1100	4380		

Budget Funding Year(s) 2016 Start Date _____ End Date _____

(must match resolution)

Funding Source Tax Dollars _____ x _____

State Aid _____

\$ _____ Federal Aid _____

(must match resolution) Other _____