



Westchester Community College

State University of New York

59061

TO: Board of Acquisition and Contract
FROM: Dr. Belinda S. Miles
President, Westchester Community College
DATE: September 21, 2017
SUBJECT: Resolution for Authority to Advertise
Contract No. WCC-18-627
Annual Maintenance for Elevators
Westchester Community College
Valhalla, New York

The 2017/2018 Operating Budget contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor, material and equipment required to perform testing, inspections and repair services for elevators at Westchester Community College. This contract is for a term of three (3) years with two (2) year renewal at the discretion of the College.

The objective of this contract is to maintain Westchester Community College elevators.

This contract is in the public's best interest because it will promote the health and safety of the general public by ensuring that the College's elevators are maintained to meet all stated and local codes as required by annual inspections.

As expenditures are made pursuant to this authorization, detailed records will be kept in the College's Business Office. These records will be easily accessible by departmental staff and will be reviewed regularly to ensure that funds are used appropriately.

RESOLUTION

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

RESOLVED, that the President of Westchester Community College be and hereby is authorized to solicit bids by public advertisement on the following contract:

CONTRACT NO. WCC-18-627
For
ANNUAL MAINTENANCE FOR ELEVATORS
WESTCHESTER COMMUNITY COLLEGE
VALHALLA, NEW YORK

and be it further

RESOLVED, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be furnishing of a performance and payment bond in an amount equal to the first year's contract amount, in a form approved by the County Attorney. In substitution thereof, an annual, renewable performance and payment bond may be furnished, in an amount equal to that year's contract amount in a form approved by the County Attorney, so long as an annual bond remains in place, uninterrupted, for the duration of the contract. 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

Year	Fund	Agency	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
	010		34	0240	4408		

Budget Funding Year(s) 2017/2018 Start Date 2/15/18 End Date 2/14/22

(must match resolution)

Funding Source: Tax Dollars: _____ Contractor Federal I.D. No./
 Social Security No.: _____
 State Aid: _____
 Federal Aid: _____ Vendor No.: _____
 Other: _____ Encumbrance No.: _____
 Bond Act: _____