



Westchester Community College

State University of New York

63439

TO: Board of Acquisition and Contract

FROM: Dr. Belinda S. Miles
President, Westchester Community College

DATE: May 30, 2018

SUBJECT: Resolution to Award to the Low Bidder
Contract No. WCC-18-539
Peekskill Extension Site Janitorial Services
Westchester Community College
Westchester County, New York
Contractor: Divine Professional Cleaning Services, Inc.
Amount: \$99,975.36

Subcontractor(s): N/A

On May 9, 2018, two (2) bids were received and opened for Contract No. WCC-18-539 Peekskill Extension Site Janitorial Services, Westchester Community College, New York.

The bids were reviewed by the College and it was determined that Divine Professional Cleaning Services, Inc. submitted the low bid in the amount of \$99,975.36.

The low bidder has been investigated and it has been found that Divine Professional Cleaning Services, 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

It is my recommendation that Contract WCC-18-539 be awarded to Divine Professional Cleaning Services, Inc. (the "Contractor") in the amount of \$99,975.36, subject to appropriation.

This College will track scheduling and accomplishments by the Contractor and perform on-site inspections to ensure the successful completion of this project.

RESOLUTION

CONTRACT NO. WCC-18-539

Upon communication from the President, Westchester Community College be it

RESOLVED, that Contract No. WCC-18-539 for Peekskill Extension Site Janitorial Service, Westchester Community College, New York be and is hereby awarded to the low bidder, Divine Professional Cleaning Services, Inc., 2253 Cincinnatus Ave, Bronx, NY 10473 in the amount of \$99,975.36; and be it further

RESOLVED, that this Contract WCC-18-539 is subject to County appropriations; 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	Agency	Capital Project or Org	Object/ Sub Object	Trust Account	Activity	Dollars
WCC FY 18-19	701	34	8191	4380			\$31,450.63
WCC FY 19-20	701	34	8191	4380			\$31,506.63
WCC FY 20-21	701	34	8191	4380			\$32,018.10

Budget Funding Year(s) 2018/2019 **Start Date:** Sep 1, 2018 **End Date:** Aug 31, 2021
(must match resolution)

Funding Source: Tax Dollars _____
No./

Contractor Federal I.D.

Social Security No.: _____

State Aid \$51,987.19

\$99,975.36
(must match resolution)

Federal Aid _____

Vendor No.: _____

Other \$47,988.17

Encumbrance No.: _____