

ID64794

TO: Board of Acquisition and Contract

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

DATE: August 21, 2018

**SUBJECT:** Resolution for Authority to Advertise  
Contract No. PRC-1196  
Maintenance and Repair Services for Fuel Systems and Related Equipment at  
Various Department of Parks, Recreation and Conservation Facilities  
Westchester County, New York

The 2019 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 furnish maintenance and repair services for vehicle fueling systems and fuel oil systems at various Department of Parks, Recreation and Conservation facilities. The contract also includes all fuel monitoring and dispensing systems. This contract is for a term of three (3) years with one two (2) year renewal at the discretion of the County of Westchester ("County").

The objective of this contract is to maintain the operation of fuel systems at Department of Parks, Recreation and Conservation facilities.

This contract is in the public's best interest because it will promote the health and safety of the general public by providing for safe and code compliant fuel systems.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's online financial system. These records will be easily accessible by Finance, Budget and department staff and will be reviewed regularly to ensure that funds are used appropriately.

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:

Contract No. PRC-1190  
 MAINTENANCE AND REPAIR SERVICES FOR FUEL SYSTEMS AND RELATED EQUIPMENT AT VARIOUS DEPARTMENT OF PARKS, RECREATION AND CONSERVATION FACILITIES;

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 Chapter 308 of the Laws of Westchester County, 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 (Westchester-Putnam Edition)**

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
165	42	2000	4380		

Budget Funding Year(s) 2019 Start Date \_\_\_\_\_ End Date \_\_\_\_\_  
 Funding Source Tax Dollars \_\_\_\_\_ x \_\_\_\_\_  
 State Aid \_\_\_\_\_  
 \$ \_\_\_\_\_ Federal Aid \_\_\_\_\_  
 (must match resolution) Other \_\_\_\_\_

APPROVED BOARD OF SUPERVISORS & COUNTY CONTRACT - 09/11/2019 LISA M. BIAJ, SECRETARY