



# Westchester Community College

State University of New York

**65070**

**TO:** Board of Acquisition and Contract

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

**DATE:** September 14, 2018

**SUBJECT:** Resolution for Authority to Advertise  
Contract No. WCC-18-539  
Peekskill Extension Center Janitorial Service for a one-year term, with two additional one-year  
Options.  
Westchester Community College  
Valhalla, New York

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The 2018/2019 Operating Budget – Peekskill Extension Center Janitorial Service contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor and associated materials required for the Peekskill Extension Center Janitorial Service at Westchester Community College.

# RESOLUTION

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

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

**CONTRACT NO. WCC-18-539**  
**For**  
**PEEKSKILL EXTENSION CENTER JANITORIAL SERVICE**  
**WESTCHESTER COMMUNITY COLLEGE**  
**VALHALLA, NEW YORK**

and be it further

**RESOLVED**, that, in lieu of a performance and payment bond, adequate and sufficient security for the faithful performance of this contract shall be the retainage of by the County of ten percent (10%) of all payments to the Contractor for work completed. Upon the conclusion of each one (1) year period during the term of this Agreement, the Contractor may request the release of said annual retainage upon the successful completion of all required work during that one (1) year period; 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	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
	010	34	0250	4380		

Budget Funding Year(s) 2018/2019 Start Date 02/01/19 End Date 1/31/22  
 (must match resolution)

Funding Source: Tax Dollars: \_\_\_\_\_ Contractor Federal I.D. No./  
 Social Security No.: \_\_\_\_\_  
 State Aid: \_\_\_\_\_  
 Federal Aid: \_\_\_\_\_ Vendor No.: \_\_\_\_\_  
 Other: \_\_\_\_\_ Encumbrance No.: \_\_\_\_\_