



Memorandum

Department of Parks, Recreation
& Conservation

ID66231

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner

DATE: November 26, 2018

SUBJECT: Resolution to Award to the Low Bidder
Contract No. PRC-1190
Maintenance Service for Fuel Systems and Related Equipment
Various Parks, Recreation and Conservation Facilities
Westchester County, New York
Contractor: American Petroleum Equipment & Construction Company, Inc.
Amount: \$287,000.00

On November 14, 2018, two (2) bids were received and opened for Contract No. PRC-1190 for Maintenance Service for Fuel Systems and Related Equipment, Various Parks, Recreation and Conservation Facilities, Westchester County, New York.

The bids were reviewed by the Department and it was determined that American Petroleum Equipment & Construction Company, Inc. submitted the low bid in the amount of \$287,000.00.

The low bidder has been investigated and it has been found that American Petroleum Equipment & Construction Company, 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

The objective of this contract is to maintain the operation of fuel systems at County 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 on-line 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.

This contract is for a term of three (3) years with one (1) two (2) year renewal at the discretion of the County.

It is my recommendation that Contract No. PRC-1190 be awarded to American Petroleum Equipment & Construction Company, Inc. in the amount of \$287,000.00, subject to appropriations.

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/20/2018 - JOAN COCCIARDI, SECRETARY

RESOLUTION

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

RESOLVED, that Contract No. PRC-1190 for Maintenance Service for Fuel Systems and Related Equipment, Various Parks, Recreation and Conservation Facilities, Westchester County, New York be and is hereby awarded to the low bidder, American Petroleum Equipment & Construction Company, Inc., 63 Orange Avenue, Walden, New York 12586, in the amount of \$287,000.00 (“Agreement”); and be it further

RESOLVED, that as set forth in the Contract No. PRC-1190 bid specifications this contract is for a term of three (3) years with one (1) two (2) year renewal at the discretion of the County; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the “State Budget”) proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; 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.

Original Agreement \$287,000
 First Amendment \$
This Amendment \$ _____
 TOTAL \$287,000

Agreement #

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	2000	4380		95,666.67	2019
165	42	2000	4380		95,666.67	2020
165	42	2000	4380		95,666.66	2021

Budget Funding Year(s) 2019-2021 Start Date 1/1/2019 End Date 12/31/2021
 (must match resolution)

Funding Source Tax Dollars _____ x _____
 State Aid _____
 \$ 287,000 Federal Aid _____
 (must match resolution) Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/20/2018 - JOAN COCCIARDI, SECRETARY