

66547

**TO:** Board of Acquisition and Contract

**FROM:** Hugh J. Greechan, Jr., P.E.  
Commissioner of Public Works and Transportation

**DATE:** December 5, 2018

**SUBJECT:** Resolution for Authority to Advertise  
Contract No. 11-556  
Rehabilitation of the Westchester County Archive & Record Center – Phase II  
2199 Saw Mill River Road  
Elmsford, New York

The 2019 Capital Budget contains funds for the above referenced project.

The work under this contract consists of providing all necessary labor, material and equipment required for exterior rehabilitation including replacement of siding and masonry pointing along with repairs to sidewalks, stairs and retaining walls. The project will also include renovations to the facility's interior including upgrades to restrooms, conference rooms and the loading dock along with all associated electrical and mechanical improvements.

In accordance with Chapter 635 of the Laws of Westchester County, the Department of Public Works and Transportation has evaluated the needs of this project and determined that a Project Labor Agreement (PLA) will benefit and enhance the interests of the County in the timely and efficient completion of the project. The Contractor to whom this contract is awarded will be required to execute a PLA. The objective of this contract is to upgrade the Westchester County Archive and Record Center.

This contract is in the public's best interest because it will promote the health and safety of the general public by improving the Westchester County Archive and Record Center to meet current codes and standards.

The department will track scheduling and accomplishments by the contractor and perform on-site inspections to ensure the successful completion of this project.

# RESOLUTION

Upon communication from the Commissioner of Public Works and Transportation, be it

**RESOLVED**, that the Commissioner of Public Works and Transportation be and hereby is authorized to solicit bids by public advertisement on the following contract:

CONTRACT NO. **11-556**  
 Rehabilitation of the Westchester County Archive & Record Center  
 2199 Saw Mill River Road  
 Elmsford, New York

and be it further

**RESOLVED**, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be receipt of a performance and payment bond in an amount equal to 100% of the total contract amount, and in a form approved by the County Attorney. 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 (Westchester-Putnam Edition)**

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Bond Act No.	Dollars
	346	46	B008106A	6050-01	BA #107-2018	
	346	46	B008107A	6050-01	BA #107-2018	

**Budget Funding Year(s):** 2019                      **Start Date:** \_\_\_\_\_                      **End Date:** \_\_\_\_\_  
 (must match resolution)

**Funding Source:**            **Tax Dollars** 100% County

**State Aid** \_\_\_\_\_

**\$** \_\_\_\_\_                      **Federal Aid** \_\_\_\_\_  
 (must match resolution)

**Other** \_\_\_\_\_