

TO: BOARD OF ACQUISITION AND CONTRACT

FROM: LAWRENCE C. SALLEY
COMMISSIONER OF TRANSPORTATION

DATE: FEBRUARY 2, 2010

SUBJECT: AWARD TO LOW BIDDER

CONTRACT NO. WCA 10-001
LANDSCAPE MAINTENANCE
WESTCHESTER COUNTY AIRPORT

On December 2, 2009, six (6) bids were received and opened for Contract No. WCA 10-001, Landscape Maintenance at the Westchester County Airport, for a three-year term commencing April 1, 2010.

The airport solicited bidders through advertisement in three publications: The Journal News, The Westchester County Press, and El Aguila. A pre-bid meeting was held at the airport on November 18, 2009 and seven companies attended the meeting and six placed bids. Suburban Maintenance and Landscaping, 17 Saw Mill River Road, Hawthorne, NY placed the low bid in the amount of \$154,153.98 for the three year contract.

The services to be performed will benefit the general health and safety of the traveling public by maintaining grounds around the airport so that they do not impede upon pedestrian or vehicle traffic. The primary goal of this contract will be to maintain the grounds of the airport in a neat and orderly manner throughout all four seasons of the year including lawns, flower beds, brush cutting and leaf removal. This contract will be overseen by Airport Operations and payment made to the contractor only upon receipt of an invoice for services performed and inspection of the areas under contract.

Payment for this contract will be made from the Airport Special Revenue Fund, not the County General Fund and will not impact the County tax levy.

I recommend that the attached resolution be approved and that Contract No. WCA 10-001 be awarded to Suburban Maintenance and Landscaping for an amount not to exceed \$154,153.98.

APPROVED BOARD OF ACQUISITION & CONTRACT - 3-4-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

CONTRACT NO. WCA 10-001

Upon communication from the Commissioner of Transportation, be it

RESOLVED, that Contract No. WCA 10-001 for Landscape Maintenance, Westchester County Airport, be awarded to Suburban Maintenance and Landscaping, 17 Saw Mill River Road, Hawthorne NY for an amount not to exceed \$154,153.98 for the three-year contract from April 1, 2010 through March 31, 2013; and be it further

RESOLVED that this agreement 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.

APPROVED BOARD OF ACQUISITION & CONTRACT - 3/12/2010 - JOMAR VIEIRA, SECRETARY

Account to be Charged/credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
161	44	4110	4380-04		\$51,384.66 Year 2010
161	44	4110	4380-04		\$51,384.66 Year 2011
161	44	4110	4380-04		\$50,384.66 Year 2012
161	44	4110	4380-04		\$1,000 Year 2013

Budget Funding Year(s) 2010-2013 Start Date 4/01/10 End Date 3/31/13
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
 Federal Aid _____
 Other Airport Special Revenue Fund

\$ 154,153.98
 (must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 3-4-2010 - JOMARY VIEIRA, SECRETARY