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TO: Board of Acquisition and Contract

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

DATE: January 26, 2021

SUBJECT: Resolution for Authority to Advertise
Contract No. 20-223
Janitorial Services at District Office
100 East First Street
Mount Vernon, New York

The 2021 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 provide janitorial services. This contract is for a term of three (3) years with one two (2) year renewal at the discretion of the County.

This contract is in the public's best interest because it will promote the health and safety of the general public by maintaining clean and sanitary conditions within County facilities.

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.

