

90043

TO: The Honorable, Board of Acquisition and Contract

FROM: Vincent F. Kopicki, P.E.
Commissioner

DATE: January 10, 2022

SUBJECT: Resolution to Award to the Sole Bidder
Contract No. **EF-2106**
Maintenance and Service of Emergency Generators
Department of Environmental Facilities
Various Locations
Westchester County, New York
Contractor: Gentech Ltd
Amount: \$685,500.00

On January 5, 2022 the County of Westchester (“County”) received and opened one (1) bid for Contract No. EF-2106 for Maintenance and Service of Emergency Generators, Department of Environmental Facilities, Various Locations, New York.

One (1) contractor submitted a bid for this project. There are only a limited number of specialty contractors that can perform this type of generator work. In accordance with County policy, the project was advertised on the Empire State Purchasing Group website, in addition to the Journal News (Westchester-Putnam Edition), and was viewed by twenty two (22) entities on the Empire State Purchasing Group website. In addition, e-mails were sent to those twenty two (22) entities and to an additional two hundred seventy nine (279) suppliers and contractors. The Contract is for a two (2) year duration starting on 02/01/2022 with an end date of 01/31/2024. The contract includes an option to extend the contract for one (1) additional two year term by mutual consent of the contractor and the County of Westchester with all prices, terms and conditions remaining the same as the original contract.

The bid was reviewed by the Department of of Environmental Facilities (“Department”) and it was determined that Gentech Ltd submitted the sole bid in the amount of \$685,500.00. The department held a non-mandatory Pre-bid site Inspection for the interested parties at one of the project sites on 12/16/2021, which was attended by representatives from two firms.

The sole bidder has been investigated and it has been found that Gentech Ltd:

- Performed satisfactory work in the past for the County.
- Past experience has been investigated and found satisfactory.

January 10, 2022

Funds for this project are available in the:

- Capital Budget
- Non-Recurring Budget
- Operating Budget
- Other

The work under this contract consists of providing all necessary labor, materials, parts and equipment required to fully maintain and provide service for Emergency Generators and Automatic Transfer Switches at DEF facilities located throughout Westchester County. There are sixty three generators that are to be maintained as part of this contract.

The Service Provider will provide annual inspection and preventative maintenance services to ensure the County emergency generators function properly when needed during power failures and other emergency conditions. In addition, on-call services will be available in the event of a problem that cannot be resolved by DEF personnel. The Contractor will provide specialized technicians who have the required training and experience to work on the County equipment systems. In addition, the County received fixed prices for rental generators that will be utilized in the event additional standby power is required.

The goals and objectives of the contract are to obtain services that will allow the Department to maintain its emergency generators in peak operating condition. During the two year term of the contract, Department representatives will track and monitor the required preventive maintenance, and on-call repairs using written service reports which will be signed by Supervisory staff. These service reports are to be submitted with each payment request. The Contractor will be responsible to comply with all applicable regulations and codes.

This Contract is deemed to fulfill a public purpose as the services provided under this Contract protect the building and facilities owned by the County of Westchester and enable the Department to carry out its basic mission to provide wastewater treatment and maintaining satisfactory water quality.

It is my recommendation that Contract No. EF-2106 be awarded to Gentech Ltd., in the amount of \$685,500.00 subject to County appropriations.

A proposed form of Resolution is attached.

RESOLUTION

Upon communication from the Commissioner of Environmental Facilities, be it

RESOLVED, that Contract No. EF-2106 Maintenance and Service of Emergency Generators, Department of Environmental Facilities, Various Locations, New York be and is hereby awarded by the County of Westchester (“County”) to the sole bidder, Gentech Ltd., 3017 US Route 9W, New Windsor, NY 12553, in the amount of in the amount of \$685,500.00; and be it further

RESOLVED, that as set forth in the Contract No. EF-2106 bid specifications this contract is for a term of two (2) years with an option to extend for one (1) additional two year term by mutual consent of the Contractor and the County of Westchester with all prices, terms and conditions remaining the same as the original contract; and be it further

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

RESOLVED, that this Agreement 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 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.

Account to be charged/ Credited		Fund	Dept	Major Program, Program & Phase or Unit	Object/Sub Object	Trust Account	Dollars
2022		221	60	0110	4380		\$314,187.00
2023		221	60	0110	4380		\$342,750.00
2024		221	60	0110	4380		\$28,563.00

Budget Funding Year (s) 2022-2024 **Start Date:** 02/01/2022 **End Date:** 01/31/2024

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

State Aid _____

\$685,500.00

Other _____

(Must match resolution)