



On Base: 95540

August 18, 2022

To: Board of Acquisition and Contract

From: Belinda S. Miles
President, Westchester Community College

Re: Resolution authorizing the County of Westchester, acting by and through Westchester Community College, to enter into an agreement with Divine Professional Cleaning Services, Inc., for the provision of janitorial services at the Peekskill Extension Site for the period September 1, 2022 through November 30, 2022 at a total cost not to exceed \$30,000.00.

On May 1, 2019 eight bids were received and opened for janitorial services at the College's Peekskill Extension Site. The bids were reviewed by the College and it was determined that Divine Professional Cleaning Services, Inc. submitted the low bid and was awarded the contract.

The current contract with Divine Professional Cleaning Services, Inc. ("Divine") expires on August 31, 2022. The College, as required, has contacted the New York State Industries for the Disabled, Inc. ("NYSID") to determine if they will be able to provide janitorial services to the College's Peekskill Extension Site. The College has been informed it will take some time for NYSID to make such a determination. If NYSID is not able to provide these services, the College will have to go out to bid. Accordingly, in order to avoid the discontinuance of cleaning services, the College proposes to enter into an interim agreement with Divine for the period September 1, 2022 through November 30, 2022 at a total cost not to exceed \$30,000.00 with the College having the right to terminate the agreement on thirty days' notice.

The public purpose of this agreement is to maintain the cleanliness of the premises in order to protect the health of the staff and students. The College will track the scheduling and fulfillment of the obligations of the contractor and perform on-site inspections to ensure the successful completion of the work.

I believe that it is in the best interest of the College to enter into this agreement and I therefore recommend that you act favorably on the annexed proposed resolution.

BSM:sg
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/25/2022 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Upon a communication from the President of Westchester Community College, be it hereby

RESOLVED, that the County of Westchester, acting by and through Westchester Community College, is hereby authorized to enter into an agreement with Divine Professional Cleaning Services, Inc. for the period September 1, 2022 through November 30, 2022 at a total cost not to exceed \$30,000.00 with the College having the right to terminate the agreement on thirty days' notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute any and all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
WCC FY 22/23	701	34	8191	4380		\$30,000.00

Budget Funding Year(s) Start Date: 9/01/2022 End Date: 11/30/2022

Funding Source Tax Dollars _____
 State Aid \$10,952
\$30,000 Federal Aid _____
 (must match resolution) Other: \$19,048

APPROVED BOARD OF ACQUISITION & CONTRACT 08/25/2022 - RAYMOND SCUKA, SECRETARY