

89805

**TO:** Honorable Board of Acquisition and Contract

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

**DATE:** December 23, 2021

**SUBJECT:** Authority to Award Emergency Contract to CTE Incorporated dba Reliable Cleaning System, Contract No. 21-212, for Emergency Cleaning Services at the Westchester County Center, 198 Central Avenue, White Plains, New York in an amount not to exceed \$184,286.70.

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The attached Resolution is being submitted pursuant to the Emergency Declaration that was submitted to your Honorable Board on December 23, 2021.

On the evening of September 1, 2021 the remnants of Hurricane Ida brought record rainfall to Westchester County. On the morning of September 2, 2021 it was discovered that the Westchester County Center ("County Center") experienced flooding in the lower level due to Hurricane Ida, which left the electrical transformer underwater and created a fire hazard. The facility had to be immediately de-energized, cleaned and pumped to clear out water, then tested and re-energized for safety and for a timely return to operations of the County Center as a COVID vaccination site.

It was determined by the Department of Public Works and Transportation ("DPWT"), as well as the Department of Parks, Recreation and Conservation, that additional support was needed on an emergency basis to remove any remaining water, remove damaged carpeting and sheetrock, clean and sanitize the area to prevent mold infiltration.

As noted in the Emergency Declaration, DPWT, following its standard emergency contract protocols, selected the firm of CTE Incorporated dba Reliable Cleaning System ("Reliable Cleaning System"), 450 Westbury Avenue, Carle Place, New York 11514 to perform Contract No. 21-212, Emergency Cleaning Services, Westchester County Center, 198 Central Avenue, White Plains, New York. The emergency work performed under this contract included all necessary labor, material and equipment required for removal of all residual water and dirt from the building after the storm, setting up and monitoring of drying equipment including dehumidifiers and fans, removal of damaged carpet, sheetrock, equipment and materials and applying an anti-microbial to all affected surfaces to prevent mold.

The total cost of the work is \$184,286.70. DPWT has reviewed Reliable Cleaning System's line item breakdown for the work and has determined that the costs are consistent with similar items of work on other County projects.

December 23, 2021

Funds for this project are available in the:

☐ Capital Budget  
☐ Non-Recurring Budget  
☒ Operating Budget

This emergency contract is in the public's best interest to protect the public health, safety, and security of the residents of Westchester County.

This emergency contract award has been reviewed by the Law Department and a proposed form of Resolution is attached hereto for your approval.

It is my recommendation that Emergency Contract No. 21-212 be awarded to Reliable Cleaning System in an amount not to exceed \$184,286.70.

HJG/HND/esk

# RESOLUTION

## CONTRACT NO. 21-212

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

**RESOLVED**, that the County of Westchester is authorized to enter into Contract No. 21-212 for Emergency Cleaning Services, at the Westchester County Center, 198 Central Avenue, White Plains, New York with CTE Incorporated dba Reliable Cleaning System, Carle Place, New York, in the not to exceed amount of \$184,286.70 pursuant to an approved budget; and

**RESOLVED**, that this contract 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.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Bond Act No.	Dollars
	165	42	1100	4998-03		\$184,286.70

Budget Funding Year(s): 2021 Start Date: September 2, 2021 End Date: December 31, 2021  
(must match resolution)

Funding Source: Tax Dollars 100% County  
State Aid \_\_\_\_\_  
\$184,286.70 Federal Aid \_\_\_\_\_  
(must match resolution) Other \_\_\_\_\_