

ID #112978

TO: Board of Acquisition and Contract

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

DATE: January 28, 2026

SUBJECT: Resolution for Authority to Advertise
Contract No. **25-519**
Post 2 Entrance Gate Booth Replacement
Norwood E. Jackson Correctional Center
Grasslands Campus, Valhalla, New York

The 2026 Capital Budget contains funds for the above referenced project.

The work under this contract consists of providing all labor, material and equipment required for replacing the existing Guard Booth with a new enlarged Guard Booth at the entrance to the Norwood E. Jackson Correctional Center. The existing booth is deteriorated with rusted floors, doors, counters, bathroom and plumbing.

The objective of this contract is to replace the entire booth and integral bathroom with a new booth and bathroom that provides upgraded 'Ballistic Level 3' protection, increased counter space, improved insulation, new plumbing and back-flow preventer and associated work.

This contract is in the public's best interest because the new booth will provide a safer, comfortable and more usable environment than the current outdated and deteriorated structure.

The Department will track scheduling and accomplishments by the contractor and perform on-site inspections to ensure the successful completion of this project.

RESOLUTION

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

RESOLVED, that the Commissioner of Public Works and Transportation be and hereby is authorized to solicit bids by public advertisement on the following contract:

Contract No. **25-519**
Post 2 Entrance Gate Booth Replacement
Norwood E. Jackson Correctional Center
Grasslands Campus, Valhalla, New York

and be it further

RESOLVED, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be receipt of a performance and payment bond in an amount equal to 100% of the total contract amount, and in a form approved by the County Attorney. The Bond Underwriter or Surety must appear on the U.S. Treasury's listing of approved sureties (Department Circular 570) and all Sureties must be licensed to transact business in New York as a surety company; and be it further

RESOLVED, that this advertisement for bids will state that pursuant to Chapter 308 of the Laws of the County of Westchester, the policy of the County is to encourage the meaningful and significant participation on County contracts for business enterprises owned by persons of color and women - Minority Business Enterprise (MBE) and Women Business Enterprise (WBE); and be it further

RESOLVED, that such advertisement shall appear in the following County newspaper(s):

THE JOURNAL NEWS (Westchester-Putnam Edition)

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Bond Act No.	Dollars
	335	35	BCR63-01-A	6050-01	260-2025	

Budget Funding Year(s): 2026 Start Date: _____ End Date: _____
(must match resolution)

Funding Source: Tax Dollars 100% County
State Aid _____
Federal Aid _____
Other _____
\$ _____
(must match resolution)