

ID #112554

TO: Board of Acquisition and Contract

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

DATE: November 21, 2025

SUBJECT: Resolution for Authority to Advertise
Contract No. **23-503**
Mechanical Building Systems Replacement and Upgrades
Coachman Family Center
123 East Post Road
White Plains, New York

The 2025 Capital Budget contains funds for the above referenced project.

This contract includes all of the labor, materials, and equipment necessary for the replacement of the building's water service system, backflow preventer system, HVAC relocation, minor electrical repairs, architectural and structural repairs, as well as associated work.

The objective of this project is to upgrade and replace mechanical systems at the Coachman Family Center.

This contract is in the County's best interest because this facility is an important family shelter for the residents of Westchester County and these upgrades will ensure a safe and healthy water supply to this building.

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. **23-503**

Mechanical Building Systems Replacement and Upgrades
Coachman Family Center
123 East Post Road
White Plains, 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
	320	22	BSS14-05-A	6050-01	B. A. #115-2022	
	320	22	BSS21-01-A	6050-01	B.A. # 160-2025	

Budget Funding Year(s) 2025
(must match resolution)

Start Date: _____

End Date: _____

Funding Source: Tax Dollars 100% County

State Aid _____

\$ _____
(must match resolution)

Federal Aid _____

Other _____