

ID 109591

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner of Parks, Recreation and Conservation

DATE: July 17, 2024

SUBJECT: Resolution for Authority to Advertise
Contract No. PRC-1441
Maintenance and Repair Services for Fuel Systems and Related
Equipment at Various Department of Parks, Recreation and
Conservation Facilities, Westchester County, New York

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

The work under this contract consists of providing all necessary labor, material and equipment required to furnish maintenance and repair services for vehicle fueling systems and fuel oil systems at various Department of Parks, Recreation and Conservation facilities. The contract also includes all fuel monitoring and dispensing systems. This contract is for a term of five (5) years.

The objective of this contract is to maintain the operation of fuel systems at Department of Parks, Recreation and Conservation facilities.

This contract is in the public's best interest because it will promote the health and safety of the general public by providing for safe and code compliant fuel systems.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's online financial system. These records will be easily accessible by Finance, Budget and department staff and will be reviewed regularly to ensure that funds are used appropriately.

A resolution requesting the same is attached for your Honorable Board's favorable consideration.

RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that the Department of Parks, Recreation and Conservation is hereby authorized to solicit bids by public advertisement for the following contract:

Contract No. PRC-1441
 MAINTENANCE AND REPAIR SERVICES FOR FUEL SYSTEMS AND
 RELATED EQUIPMENT AT VARIOUS DEPARTMENT OF PARKS,
 RECREATION AND CONSERVATION FACILITIES; and be it further

RESOLVED, that adequate and sufficient security for the faithful performance of this contract shall be deemed to be retainage of 10% of all work completed on an annual basis. Upon each annual anniversary the contractor may request payment of said retainage with the successful completion of all work performed during that period; 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	Trust Account	Dollars
165	42	2000	4380		\$200

Budget Funding Year(s) 2024 Start Date 8/1/2024 End

Date 9/30/2024

Funding Source Tax Dollars x

State Aid

\$ 200 Federal Aid

(must match resolution)

Other

APPROVED BOARD OF ACQUISITIONS CONTRACT - 2019094 - RAYMOND SHILK SECRETARY