



**Meeting Date:** 1/16/2019 - 7:00 PM

**Category:** SCHOOL FACILITIES MANAGEMENT

**Type:** Action

**Subject:** 17.2 AWARD OF A GENERAL FUND ANNUAL SERVICE CONTRACT for "Maintenance and Repair of Windows" to Window Repair Systems, Inc. for \$24,375.00 for a term of 365 days.

**District Goals:**

**Enclosure:**

**File Attachment:**

- Abstract of Bid.pdf
- BOCS Window Repair System.xlsx
- BOE resolution - 2017.pdf
- Contract Balance Check.xlsx
- IG's Office Clearance.PDF
- Results - Bid6311A.pdf
- Winning bid - Window Repair System.pdf

Bids for RFB -6311 A were publically advertised, received and opened on November 16, 2018.

RFB- 6311 A was advertised for 2 separate contracts – Contract A for Window Repair, and Contract B for Glazing Repair. Contract A had 2 qualified bidders, the lowest being Window Repair systems. Contract B had only 1 qualified bidder, however the bid was very high compared to the engineers estimated. Therefore, decision was made not to award Contract B.

This resolution is to only award Contract A - Maintenance and Repair of Windows.

**Rationale:** This year's award is \$ 18,100.00 less than last year's contract due to a reduction in estimated amount of installation and repair work that will be required.

Last year's contract was awarded for \$77,475.00. The Purchase Order was later reduced by \$35,000.00 (requested by the COY Budget Office) bringing the actual contract value to \$42,475.00, out of which the entire amount was expensed.

This is the annual service contract, with the provision for renewal for upto two additional years by mutual consent under the same terms and conditions for the window installation and repair as needed.

**Funding:** FUNDING:  
450.5150.100000.1625. B2316 Local Building Repair

**Sponsored By:** John P. Carr, P.E.

**Resolution** Ladies and Gentlemen:  
WHEREAS: in compliance with NYS General Municipal Law 103 bids were duly solicited, opened in public and read aloud on November 16, 2018 for Bid 6311 A and,

WHEREAS: 2 bids were received with Window Repair Systems, Inc., being the lowest, responsive and responsible bid of \$24,375.00, and

NOW THEREFORE BE IT RESOLVED: that the Superintendent of Schools is authorized to enter into a contract for Bid No. 6311 A, "Maintenance and Repair of Windows" to Window Repair Systems, 2363 Sandifer Blvd, Westminster, SC, 29693, in the amount of \$24,375.00 for a term of 365 days.