



**PROPOSED RESOLUTION**

**AUTHORIZATION TO ENTER INTO CONTRACT WITH NEW YORK STATE INDUSTRIES FOR  
THE DISABLED, INC. FOR CLEANING SERVICES AT RIOC'S FACILITIES**

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**RESOLVED** by the Board of Directors of Roosevelt Island Operating Corporation of the State of New York ("RIOC"), as follows:

- Section 1. that RIOC is hereby authorized to enter into contract with New York State Industries for the Disabled for cleaning services at RIOC's facilities, upon such terms and conditions substantially similar to those outlined in the Memorandum from Shelton J. Haynes to Susan G. Rosenthal/RIOC Board of Directors dated December 5, 2016, attached hereto;
- Section 2. that the President/Chief Executive Officer or her designee shall take such actions and/or execute such instruments as necessary to effectuate the foregoing; and
- Section 3. that this resolution shall take effect immediately.



ANDREW M. CUOMO  
Governor

## MEMO

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**TO:** Susan G. Rosenthal, President & CEO  
RIOC Board of Directors

**FROM:** Shelton J. Haynes, Vice President of Operations

**DATE:** December 5, 2016

**RE:** Cleaning Services at RIOC Facilities – Administrative, Engineering, Public Safety Department, and Good Shepherd Community Center

### **Background:**

In an effort to maintain the cleanliness and upkeep of RIOC's facilities, we have opted to utilize an external cleaning company. The areas that are designated to be cleaned are the Administrative Office, the Engineering office, Public Safety department office, and Good Shepherd Community Center. Cleaning services for these facilities are to include: Bathroom maintenance; Trash removal; Restocking of paper and soap products; Dusting, mopping, and vacuuming.

### **Request:**

New York State Industries for the Disabled ("NYSID"), a preferred source, submitted a proposal. As a preferred source, NYSID obviates the competitive procurement process detailed on Article XI, Section 162 of State Finance Law. NYSID's proposal to accommodate the four aforementioned facilities is detailed as follows:

RIOC Engineering (513) General Cleaning	\$5,851.17 (annually)
RIOC Main Office (591) General Cleaning	\$11,593.74 (annually)
RIOC Public Safety (550) General Cleaning	\$42,131.64 (annually)
RIOC Good Shepherd Community Center General Cleaning	\$36,213.98 (annually)
• <i>Grand Total All Four Sites</i>	<i>\$127,102.97 (annually)</i>

### **Recommendation and approval**

I, therefore, recommend that we enter into contract with NYSID for the cleaning services of RIOC facilities at a **cost not-to-exceed the amount of \$127,102.97 for one year** with the option to renew for two additional one year terms.