



**DEPARTMENT OF PUBLIC SAFETY**  
BUREAU OF POLICE  
ROOSEVELT SQUARE  
MOUNT VERNON, NY 10550  
(914) 665-2500

**DAVID GIBSON**  
COMMISSIONER

**JENNIFER LACKARD**  
DEPUTY COMMISSIONER

**MARCEL OLIFIERS**  
CHIEF OF OPERATIONS

**SHAWYN PATTERSON - HOWARD**  
MAYOR

June 6, 2024

Honorable City Council  
One Roosevelt Square  
Mount Vernon, NY 10550  
*Through the Office of the Mayor*

Re: RFP for HVAC Repair and Upgrade of Gun Range

Dear Honorable City Council Members,

The Department of Public Safety is seeking permission to solicit competitive bids to provide HVAC repair and renovation of the department's gun range.

Establishment of a new contract with competitively bid prices for the repair of the HVAC unit and the replacement of outdated parts and equipment is imperative to allow the officers to utilize the gun range safely. The bidding process will be for a ninety (90) day period.

Funding for the HVAC repair for this project will come from Budget Line **H1620.203.C930 (City Owned Property code)**. Funding for the repair and replacement of gun range parts and equipment would come from Budget Line **A3120.458ARP SDI-001 (PD Program Initiatives)**.

If this request meets the approval of your Honorable Body, please enact legislation to arrange for the advertisement of bids in accordance with the attached bid specification.

Respectfully,

David Gibson  
Commissioner of Public Safety

CC: Mayor  
Comptroller  
Law Department