



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY. 10550
(914) 665-2362 – Fax: (914) 665-6173

JUAN PEREZ
Commissioner Management Services

August 5, 2024

VIA EMAIL:

Honorable City Council Members
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, New York 10550

RE: Revision to RFP Date for *RFP for Dell VXRail support contract Ordinance #2 Approved June 26th, 2024*
FOR APPROVAL AT THE August 14th CITY COUNCIL MEETING

Honorable Council members:

The department of Management Services is requesting an amendment to Ordinance #2 which was passed by the City Council on June 26, 2024. This amendment specifically requests an adjustment to the scheduled dates for the Request for Proposals (RFP) requested by Management Services for the Dell VxRail Support contracts. The initial request had a date of June 28th, 2024 for making the RFP live. Due to issues with our paper of record we were not able to advertise the RFP on the requested date and were not able to post the RFP.

Due to unforeseen circumstances and the need for further preparatory work, our department requires additional time for the RFP.

The requested amendment seeks to provide the Department of Management Services with the flexibility to adjust the RFP release dates as necessary, provided that proper notice is given to potential bidders and stakeholders.

We believe that amending Ordinance #2 to allow for the adjustment of RFP dates will greatly benefit the city by ensuring that our projects are carried out effectively and efficiently. We kindly request the City Council's approval of this amendment to facilitate a smooth and successful RFP process.

Thank you for your attention to this matter. We look forward to your favorable consideration.

Sincerely,
Juan Perez

Commissioner Management Services
cc: Mayors Office, Comptroller

"The Jewel of Westchester"