



Department of Emergency Services

Memorandum

14787

DATE: October 19, 2010

TO: Board of Acquisition and Contract

FROM: Anthony W. Sutton, Commissioner of Emergency Services

RE: Authority to enter into an agreement with the New York State Technology Enterprise Corporation to provide services to improve common planning, operational protocols and emergency responder skills and capabilities relating to emergency services radio communications for a term commencing upon execution and expiring August 31, 2011, in an amount not-to-exceed \$363,171, pursuant to an approved budget

Authority is requested for the County of Westchester (the "County"), acting by and through the Department of Emergency Services (the "Department"), to enter into an agreement with the New York State Technology Enterprise Corporation ("NYSTEC") for the provision of services to improve common planning, operational protocols and emergency responder skills and capabilities relating to emergency services radio communications. Such services will include taking an inventory of radio communications equipment, entering data into the Communication Assets Survey and Mapping system ("CASM"), training staff on the use of CASM, assisting the County in developing a Tactical Interoperable Communications Plan and developing a Field Operations Guide for first responders. The County will pay NYSTEC an amount not-to-exceed Three Hundred Sixty Three Thousand One Hundred and Seventy One (\$363,171.00) Dollars, pursuant to an approved budget. The agreement will have a term commencing upon execution and expiring August 31, 2011.

You may recall, on May 20, 2010 your Honorable Board approved a resolution authorizing the County to enter into a grant agreement with the New York State Office of Homeland Security for the provision of Interoperable Emergency Communication Grant Program funds. The May 20th resolution indicated that a consultant would be hired by the Department to carry out the grant purposes.

The proposed resolution seeks authorization to engage NYSTEC to carry out the grant purposes and assist the County with enhancing the region's interoperable communications capabilities. The goals and objectives of the agreement are to establish common planning and operational protocols and improve emergency responder skills and capabilities. The Department will track and monitor the goals and objectives of the agreement in order to evaluate the success of the program's impact on public safety and public health.

This agreement is exempt from the procedures of the County's Procurement Policy pursuant to Section 3(a)(i) as the agreement is through New York State Office of General Services (NYS OGS Contract Number CMR524A). Note that the contract period for Contract Number CMR524A will be in force through September 11, 2014.

Approval of the attached resolution by your Honorable Board is respectfully requested.

AWS/tsa
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-4-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Emergency Services, be it hereby

RESOLVED, that the County of Westchester (“County”) acting by and through the Department of Emergency Services (the “Department”), is authorized to enter into an agreement with New York State Technology Enterprise Corporation (“NYSTEC”) (NYS OGS Contract Number CMR524A) for the provision of services to improve common planning and operational protocols and emergency responder skills and capabilities relating to emergency services radio communications; and be it further

RESOLVED, that the agreement shall have a term commencing upon execution and expiring August 31, 2011, for an amount not-to-exceed Three Hundred Sixty Three Thousand One Hundred and Seventy One (\$363,171.00) Dollars, pursuant to an approved budget; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the “State Budget”) proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	20	998J	4380	T998	\$ 363,171

Budget Funding Year(s) 2010-2011 Start Date: upon execution End Date: 8/31/11
(must match resolution)

Funding Source Tax Dollars _____
State Aid _____
\$363,171 Federal Aid \$363,171
(must match resolution) Other _____