

**21457**

DATE: September 7, 2011

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne  
Chief Information Officer

John Cullen  
Acting Commissioner of Emergency Services

RE: AUTHORIZATION TO AMEND THE AGREEMENT (IT-1184) WITH HENNINGSON, DURHAM, AND RICHARDSON ARCHITECTURE AND ENGINEERING, P.C. (HDR) FOR SERVICES ASSOCIATED WITH THE DEVELOPMENT OF A COUNTYWIDE PUBLIC WATER SUPPLY DISTRIBUTION GEOSPATIAL DATABASE FOR USE BY THE DEPARTMENT OF EMERGENCY SERVICES IN ORDER TO EXTEND THE TERM OF THE AGREEMENT FROM AUGUST 31, 2011 THROUGH AUGUST 31, 2012

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BACKGROUND:

- On June 4, 2009 your Honorable Board approved a resolution authorizing the County through the Department of Emergency Services to enter into an agreement with the New York State Office of Homeland Security to accept FY08 State Homeland Security Program funds in an amount not to exceed \$1,567,500.
- Of the many critical infrastructure systems, one of the most important to monitor and protect are the many public water supply distribution systems distributed throughout the County. In recent years GIS mapping and data access applications have advanced significantly within the Department of Emergency Services and at the Emergency Operations Center (EOC). One portion of the critical infrastructure system that has not been fully developed is the "Lifeline" segment which would include a Countywide public water supply distribution system inventory.
- With monies available through the New York State Division of Homeland Security and Emergency Services FY08 State Homeland Security Program, staff from the Departments of Emergency Services and Information Technology designed a project plan, based on contracted services (grant fund requirement), which would be the basis for the development of a Countywide public water supply distribution database to be used by the Department of Emergency Services.
- On March 31, 2011 your Honorable Board approved a resolution authorizing the County to enter into an agreement with HDR for an inventory and mapping of public water supply distribution systems (to be wholly owned by the County), project management, data compilation, data delivery to the County, technical assistance and programming, and integration of data into Westchester County GIS applications. Due to the sensitivity of the data to be collected, HDR is required to destroy all project related data provided by the County and collected from local governments and public water suppliers. The Agreement with HDR was duly executed on or about June 1, 2011.

- Submitted under separate cover by the Department of Emergency Services is a resolution authorizing the County to enter into an amendment to the grant agreement with New York State Division of Homeland Security and Emergency Services in compliance with the FY08 State Homeland Security Program seeking to extend the term of the grant agreement through August 31, 2012.
- As the term of the HDR contract coincides with the term of the grant agreement with New York State Division of Homeland Security and Emergency Services, upon approval of the resolution submitted by the Department of Emergency Services seeking to extend the term of the grant agreement, authorization is sought to extend the term of the agreement with HDR from August 31, 2011 through August 31, 2012. In addition, it should be noted that there were some unanticipated delays and negotiations in acquiring sensitive data from public water supply managers and administrators. As such additional time to complete the work under the HDR agreement is necessitated.
- All other terms and conditions of the agreement will remain unchanged and in full force and effect.
- The public purpose of the agreement is to enhance the County's ability to protect public and private property, providing the most current information on public and private water supply distribution systems.
- The goals and objectives for this geospatial project are to enhance Westchester County's emergency planning capabilities by collecting crucial data for emergency planners and first responders to better prepare them to respond to emergency incidents.
- The Departments of Emergency Services and Information Technology will monitor and track the progress of this project through performance management reports.
- There shall be no cost to the County as all expenses shall be funded by the State Homeland Security Grant Program to meet the Department of Homeland Security's grant guidance to focus on Data Collection and Assessments of Critical Infrastructure/Key Resources (CI/KR).

**ACTION REQUESTED:**

- Authorization to enter amend the agreement (IT-1184) with Henningson, Durham, and Richardson Architecture and Engineering, P.C. (HDR), located at One Blue Hill Plaza, Pearl River, New York, 10965 in order to extend the term of the agreement from August 31, 2011 through August 31, 2012. All other terms and conditions of the agreement will remain unchanged and in full force and effect.

A resolution is submitted herewith for your consideration.

**RESOLUTION**

UPON A COMMUNICATION FROM THE CHIEF INFORMATION OFFICER, DEPARTMENT OF INFORMATION TECHNOLOGY, AND THE ACTING COMMISSIONER OF EMERGENCY SERVICES, BE IT HEREBY

RESOLVED, that the County of Westchester is hereby authorized to amend its agreement (IT-1184) with Henningson, Durham, and Richardson Architecture and Engineering, P.C. (HDR), located at One Blue Hill Plaza, Pearl River, New York 10965, for the development of a Countywide public water supply distribution system database and for related services in order to extend the term of the agreement through August 31, 2012; and be it further

RESOLVED, that all other terms and conditions of the agreement shall remain the same and in full force and effect; and be it further; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized and empowered to execute any and all documents necessary and appropriate to effectuate the purpose hereof.

Original Agreement    \$94,800.00  
This Amendment        \$0  
Total Agreement        \$94,800.00

Account to be Charged/Credited:  
Agreement Number: IT-1184

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	20	952J	4380	T952	N/A

Budget Funding Year(s): 2011-12      Start Date: August 1, 2011      End Date: August 31, 2012  
(must match resolution)

Funding Source      Tax Dollars:              N/A            
                                 State Aid:                                            
\$           N/A                Federal Aid:                                        
(must match resolution)      Other: