



Department of Emergency Services

Memorandum

21458

DATE: September 7, 2011

TO: Board of Acquisition and Contract

FROM: John M. Cullen, Acting Commissioner of Emergency Services

RE: Authority for the County of Westchester to amend its agreement with the New York State Technology Enterprise Corporation in order to expand the scope of services to increase the number of Field Operation Guides to be produced, extend the term of the Agreement through February 29, 2012 and increase the contract amount by Eleven Thousand Eight Hundred Twenty- Nine (\$11,829.00) Dollars pursuant to an approved budget.

On November 4, 2010 your Honorable Board authorized 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 and operational protocols and emergency responder skills and capabilities relating to emergency services radio communications. Such services included 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 ("FOGs") for first responders. The Agreement was for an amount not-to-exceed Three Hundred Sixty Three Thousand One Hundred Seventy- One (\$363,171.00) Dollars and was duly executed on or about December 8, 2010.

Authority is requested to amend the agreement with NYSTEC in order to expand the scope of services to increase the number of FOGs to be produced and increase the contract amount by Eleven Thousand Eight Hundred Twenty- Nine (\$11,829.00) Dollars, for a total contract amount not to exceed Three Hundred Seventy- Five Thousand (\$375,000.00) Dollars, in accordance with an approved budget. In order to carry out the additional services, the contract expiration date will need to be extended from August 31, 2011 through February 29, 2012, which coincides with the end date for the underlying Interoperable Emergency Communication Grant Program from New York State Division of Homeland Security and Emergency Services. All other terms and conditions of the Agreement shall remain unchanged and in full force and effect.

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

JC/tsa
Attachment

RESOLUTION

Upon a communication from the Acting 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 amend its agreement with New York State Technology Enterprise Corporation (“NYSTEC”) for the provision of services to improve common planning and operational protocols and emergency responder skills and capabilities relating to emergency services radio communications in order to expand the scope of services to increase the number of FOGs to be produced; increase the contract amount by an additional Eleven Thousand Eight Hundred Twenty- Nine (\$11,829.00) Dollars, for a total contract amount not to exceed Three Hundred and Seventy- Five Thousand (\$375,000.00) Dollars, in accordance with an approved budget, and extend the expiration date of the Agreement from August 31, 2011 to February 29, 2012; and be it further

RESOLVED, that all other terms and conditions of the Agreement shall remain unchanged and in full force and effect; 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.

Original Agreement \$363,171.00
 This Amendment \$11,829.00
 Total \$375,000.00

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	20	998J	4380	998	11,829

Budget Funding Year(s) 2010-2012 Start Date 12/8/10 End Date: 2/29/12
 (must match resolution)

Funding Source Tax Dollars _____

State Aid _____

\$11,829 Federal Aid \$11,829

(must match resolution)

Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/29/2011 - JOMAS WIEIRA, SECRETARY