

22710

TO: Board of Acquisition and Contract

FROM: John J. Hsu, P.E.  
Commissioner of Public Works and Transportation

DATE: October 27, 2011

SUBJECT: RESOLUTION TO AUTHORIZE THE COUNTY OF WESTCHESTER TO AMEND AN AGREEMENT WITH TRANSPORTATION RESOURCE ASSOCIATES, INC., TO EXPAND THE SCOPE OF SERVICES TO ADMINISTER A TABLETOP SECURITY EXERCISE TO TEST WESTCHESTER COUNTY'S BEE-LINE TRANSIT SYSTEM'S INVOLVEMENT IN RESPONDING TO AN EMERGENCY SITUATION, TO INCREASE THE NOT TO EXCEED AMOUNT BY \$34,843.78, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$148,231.59, AND TO EXTEND THE TERM THROUGH MARCH 31, 2012

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On February 4, 2010, your Honorable Board approved a Resolution authorizing the County of Westchester (the "County") to enter into an agreement with the State of New York, acting through its Office of Homeland Security, to accept a grant in the amount of \$500,000.00 to develop a comprehensive Infrastructure Protection Activities Plan for the County's Bee-Line Transit System. That agreement has been executed and the funds will be received on a reimbursement basis after the Infrastructure Protection Activities Plan is developed.

On December 16, 2010, your Honorable Board approved a Resolution authorizing the County to enter into an agreement with Transportation Resource Associates, Inc. ("TRA") to develop the Infrastructure Protection Activities Plan, also known as a System Security Emergency Preparedness Plan ("SSEPP") for the County's Bee-Line Transit System for the term January 1, 2011 through December 31, 2011, for an amount not to exceed \$113,387.81, payable pursuant to an approved budget.

Authority is now requested for the County to amend the agreement with TRA to 1) expand the scope of services to administer a tabletop security exercise to test the County's Bee-Line Transit System's involvement in responding to an emergency situation; 2) increase the fee by an amount not to exceed \$34,843.78, thereby increasing the total fee payable pursuant to the agreement to an amount not to exceed \$148,231.59; and 3) extend the contract term from December 31, 2011 through March 31, 2012. All other terms and conditions of the agreement will remain unchanged.

The increase proposed in this Resolution reflects the cost of the additional work to be funded as follows: 100% New York State Office of Homeland Security grant.

The tabletop exercise will assist the County's Department of Public Works and Transportation in evaluating and updating its security system for the Bee-Line Transit System in order to be consistent with the Transportation Security Administration's and the Federal Transit Administration's best practices for transit systems.

Accordingly, TRA is recommended to perform the required service. The County will be reimbursed for the associated cost using funds from the New York State Office of Homeland Security grant agreement.

The basic goal and objective of this exercise is to obtain an After Action Report. This report will be a detailed synopsis which describes the actual events that took place during the exercise and how the different parties responded. It will contain the conclusions and lessons learned, as well as a listing of recommendations and corrective action plans for addressing any deficiencies discovered during the exercise. It will also include a synopsis of the participants' feedback as a means of developing any corrective action plans and improving future exercises.

I recommend approval of the annexed Resolution.

JJH/DLV/dv  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/01/2014 - 10:18 AM - JOSEPH VIEIRA, SECRETARY

# RESOLUTION

Upon a communication from the Commissioner of Public Works and Transportation, be it hereby:

**RESOLVED**, that the County of Westchester (the "County") is hereby authorized to amend an agreement with Transportation Resource Associates, Inc., to develop the Infrastructure Protection Activities Plan, also known as the System Security Emergency Preparedness Plan, for the County's Bee-Line Transit System in order to 1) expand the scope of services to administer a tabletop security exercise to test the County's Bee-Line Transit System's involvement in responding to an emergency situation; 2) increase the fee by an amount not to exceed \$34,843.78, thereby increasing the total fee payable pursuant to the agreement to an amount not to exceed \$148,231.59; and 3) extend the contract term from December 31, 2011 through March 31, 2012; and be it further

**RESOLVED**, that all other terms and conditions of the agreement will remain unchanged; 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 releases(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 re-negotiate 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 duly authorized designee is authorized to execute any instruments and to take any actions reasonably necessary to implement this Resolution.

Original Agreement	\$113,387.81
This Amendment	\$ 34,843.78
Total	\$148,231.59

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
	365	44	T004001S	6120		\$34,843.78

Budget Funding Year(s) 2011 Start Date January 1, 2011 End Date March 31, 2012  
 (must match resolution)

Funding Source: Tax Dollars \_\_\_\_\_  
 State Aid \$34,843.78  
\$34,843.78 Federal Aid \_\_\_\_\_  
 (must match resolution) Other \_\_\_\_\_