

23879

DATE: December 20, 2011

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer

RE: AUTHORIZATION TO EXEMPT FROM THE WESTCHESTER COUNTY PROCUREMENT POLICY AND PROCEDURES THE PROCUREMENT OF STRUCTURAL ENGINEERING SERVICES FOR RADIO TOWERS AT SITES THROUGHOUT THE COUNTY (IT-1220)

BACKGROUND:

- The Department of Information Technology (DoIT) currently manages radio systems that utilize antennas installed on radio towers at sites throughout the County. These sites are used primarily to support radio communication systems relied upon by first responders and other government personnel. End users include the Departments of Emergency Services, Public Safety, Corrections, and Public Works & Transportation.
- Whenever there are any physical changes to a radio tower structure by adding, removing, or changing mountings, antennas, or cable feedlines, a structural study must be conducted to insure that the tower structure is being loaded properly and not being overloaded.
- Existing structural studies have been created and updated by Towerkraft Engineering, PC (Towerkraft) as a subcontractor to the County's tower maintenance service provider (Mid-State Communications).
- Towerkraft is thoroughly familiar with the County's radio towers and over the years has created structural studies for most of our radio towers. In order for another firm to be able to take over the providing of structural reports for these towers, it would be necessary to pay them to redo the analysis already performed by Towerkraft. It would require that the new firm create new studies as opposed to having Towerkraft updating existing structural information on hand. This process would be neither cost effective in terms of fees paid nor efficient in terms of the consultant and County staff time required to accomplish it.
- Therefore, pursuant to Section 3 (a) xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interest of the County. Based on the reasons described above, it is proposed that the best interest of the County would be served by exempting the procurement of structural engineering services from Towerkraft from the County Procurement Policy.
- The Department of Information Technology will return to this Honorable Board for authorization to enter into an agreement with Towerkraft to provide of structural engineering services for radio towers at sites throughout the County.

ACTION REQUESTED

- Authorization to exempt from the Westchester County Procurement Policy and Procedures, the procurement of structural engineering services for radio towers at sites throughout the County.

RESOLUTION

UPON A COMMUNICATION FROM THE CHIEF INFORMATION OFFICER,
DEPARTMENT OF INFORMATION TECHNOLOGY, BE IT HEREBY

RESOLVED, that pursuant to Section 3 (a) xxi of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting written quotations, is not in the best interest of the County in connection with the procurement of structural engineering services for radio towers at sites throughout the County; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute and deliver any and all documents and to take all action necessary and appropriate to effectuate the purposes hereof.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/19/2012 - SOMARY WIRA, SECRETARY