



Department of Emergency Services

Memorandum

52214

Date: June 9, 2016

To: The Honorable Board of Acquisition and Contract

From: John M. Cullen
Commissioner of Emergency Services

Re: Resolution Authorizing an Agreement with Contingency Management Consulting Group, LLC to update selected Radiological Emergency Response Procedures for Indian Point for a term commencing upon execution and continuing through September 1, 2016, with a County option to extend for an additional sixty day period for a total contract amount not to exceed \$44,210.00, pursuant to an approved budget.

Authority is hereby requested from your Honorable Board for the County of Westchester, acting by and through the Department of Emergency Services (the "Department"), to enter into an agreement with Contingency Management Consulting Group, LLC ("CMCG") for the provision of the following services: update selected Radiological Emergency Response Procedures for Indian Point.

The term of the proposed agreement will commence upon execution and continue through September 1, 2016, with a County option to extend for an additional sixty day period. The County will pay CMCG an amount not to exceed Forty Four Thousand Two Hundred and Ten (\$44,210.00) Dollars payable pursuant to an approved budget.

Pursuant to Section 5(b) of the Westchester County Procurement Policy, the Department solicited written price proposals and background information from three vendors customarily providing the required services. The following quotations were obtained:

<u>Vendor</u>	<u>Price</u>	<u>State of Quotation</u>
Contingency Management Consulting Group, LLC	\$44,210.00	Complete
Forest Ventures, Inc.	\$9,976.00	Complete
Secon Resources Inc.	declined	incomplete

After evaluating the quotations offered CMCG was selected as the most advantageous pursuant to Section 5(c) of the Westchester County Procurement Policy. While the cost for CMCG is

significantly higher than the other proposer, CMCG has demonstrated they are exceptionally qualified to provide the level of service the County requires, considering their knowledge of Westchester, their past performance with the County's radiological plans, and their identification of a renowned and experienced Disabilities, Access and Functional Needs Subject Matter Expert a part of their team. Additionally, Forest Ventures quote appears to under estimate the level of services required for this project.

The public purpose of the proposed agreement is to enhance public safety and general welfare in connection with radiological emergency planning for nuclear power plants. The goals and objectives are to revise components of the Westchester County Radiological Emergency Response Plan for Indian Point in order to enhance the alert, notification and evacuation of the general public, including people with disabilities, access and functional needs. During the term of the proposed agreement, Department representatives will track and monitor the required services.

I believe it is in the best interest of the County to enter into the within described agreement. Accordingly, I recommend that your Honorable Board approve the annexed proposed Resolution.

JMC/JMW/TSA
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/16/2016
USM/BIJAJ, SECRETARY

R E S O L U T I O N

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

RESOLVED, that the County of Westchester (“County”) acting by and through its Department of Emergency Services, is authorized to enter into an agreement with Contingency Management Consulting Group, LLC (“CMCG”) to update selected Radiological Emergency Response Procedures for Indian Point for which the County will pay CMCG an amount not to exceed Forty Four Thousand Two Hundred and Ten (\$44,210.00) Dollars payable pursuant to an approved budget; and be it further

RESOLVED, that the term of the proposed agreement will commence upon execution and continue through September 1, 2016, with a County option to extend for an additional sixty day period; and be it further

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

RESOLVED, that the 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 the Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the CMCG, then CMCG shall have the right to terminate the 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	752J	4380	T752	44,210.00

Budget Funding Year(s)
(must match resolution)

2016

Start Date upon execution

End Date: 9/1/16

Funding Source

Tax Dollars _____

State Aid \$44,210.00 _____

\$ 44,210.00

Federal Aid _____

(must match resolution)

Other _____