



Department of Emergency Services

Memorandum

[OnBase ID# 65716]

TO: Board of Acquisition and Contract

FROM: John M. Cullen
Commissioner of Emergency Services

DATE: September 14, 2018

SUBJECT: Authority to exercise an option to renew an agreement with HB Communications, Inc. to provide County Emergency Operations Center Audio/Visual System Maintenance and Service, Hudson Valley Transportation Management Center, 200 Bradhurst Avenue, Hawthorne, NY, for the renewal term commencing on February 15, 2019 and continuing through February 14, 2020, for a total aggregate amount not to exceed \$29,602, payable pursuant to an approved budget, with all other terms and conditions of the agreement to remain the same (**Contract No. DES 15-070015**)

By resolution approved on January 7, 2016, your Honorable Board awarded Contract No. DES 15-070015, County Emergency Operations Center Audio/Visual System Maintenance and Service, Hudson Valley Transportation Management Center, 200 Bradhurst Avenue, Hawthorne, N.Y., to the low bidder, HB Communications, Inc. (the "Agreement"). The Agreement was subsequently executed.

Pursuant to the terms of the Agreement, HB Communications, Inc. agreed to provide maintenance services for the County Emergency Operations Center Audio/Visual System at the Hudson Valley Transportation Management Center, 200 Bradhurst Avenue, Hawthorne, NY, for an initial term of three (3) years, commencing on February 15, 2016 and continuing through February 14, 2019, with the County reserving an option to renew the Agreement for up to two (2) additional one (1) year option periods. In consideration for services rendered, the County agreed to pay HB Communications, Inc. a total aggregate amount not to exceed \$144,764.00 for both the base three (3) year contract term and for the two one year option periods combined, payable pursuant to an approved budget.

The County now desires to exercise the first of its two (2) one (1) year options to renew the Agreement with HB Communications, Inc. for the period commencing on February 15, 2019

and continuing through February 14, 2020. Accordingly, authority is requested for the County to exercise the first of its two (2) one (1) year options to renew the Agreement with HB Communications, Inc. for the provision of maintenance services for the County Emergency Operations Center Audio/Visual System at the Hudson Valley Transportation Management Center, 200 Bradhurst Avenue, Hawthorne, NY, for the renewal term commencing on February 15, 2019 and continuing through February 14, 2020 (the "First Renewal Period"). In consideration for services to be rendered during the First Renewal Period, the County shall pay HB Communications, Inc. an amount not to exceed \$29,602, payable in accordance with an approved budget.

Except as otherwise specifically amended hereby, all other terms and conditions contained in the Agreement shall remain in full force and effect upon the parties.

The public purpose, as well as the goal and objective of this contract serves the public's best interest as it will enhance emergency preparedness and thereby preserve the health, safety and general welfare of County residents and address vulnerabilities and develop capabilities to meet target capabilities as outlined in the Federal Guidelines as it relates to operational coordination. Maintenance of the A/V system is critically important to the effective operation of the EOC and to support Situational Awareness and a Common Operating Picture for County, State, Federal, and non-governmental organizations within this space.

Attached for your approval is an appropriate resolution.

JPG/lhl

APPROVED BOARD OF ACQUISITION & CONTRACTS 11/21/2018 - LIS/MP/ASJ/SUC/EF/AM

RESOLUTION

CONTRACT NO. DES 15-070015

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

RESOLVED, that the County of Westchester, acting by and through its Department of Emergency Services, is authorized to exercise an option to renew an agreement with HB Communications, Inc. (Contract No. DES 15-070015) to provide County Emergency Operations Center Audio/Visual System Maintenance and Service at the Hudson Valley Transportation Management Center, 200 Bradhurst Avenue, Hawthorne, NY, for the renewal term commencing on February 15, 2019 and continuing through February 14, 2020, for an amount not to exceed \$29,602, payable pursuant to an approved budget; and be it further

RESOLVED, that except as otherwise specifically amended hereby, all other terms and conditions contained in the Agreement shall remain in full force and effect upon the parties; 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 or appropriate to effectuate the purposes hereof.

Account to be Charged/Credited

Account to be Charged/Credited

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
263	20	391	4380	T391	\$29,602 (2019)

Budget Funding Year(s) 2019 **Start Date:** February 15, 2019 **End Date:** February 14, 2020
(must match resolution)

Funding Source: **Tax Dollars** _____

Contractor Federal I.D. No. 06-0770059
Social Security No.: __

State Aid _____

\$29,602
(must match resolution)

Federal Aid 100%

Vendor No.: 989823

Other __