

TO: BOARD OF ACQUISITION AND CONTRACT

FROM: LAWRENCE C. SALLEY  
COMMISSIONER OF TRANSPORTATION

MARGUERITE BEIRNE  
CHIEF INFORMATION OFFICER

DATE: JANUARY 11, 2010

SUBJECT: **Authority to enter into an agreement with Infax Incorporated for maintenance of the Flight Information Display System ( " FIDS " ) and Baggage Information Display System ( " BIDS " ) in the main terminal and associated areas of the Westchester County Airport from February 2, 2010 to February 1, 2013, for an amount not to exceed \$128,428 payable pursuant to an approved budget subject to budget appropriations**

In 2002, the Departments of Transportation and Information Technology undertook a lengthy Request for Proposals ("RFP") process for the design and installation of a new FIDS and BIDS. Infax Incorporated ("Infax") was ultimately recommended for the project and your Honorable Board approved Resolutions on February 27, 2003 and April 24, 2003 that authorized an agreement with INFAX for that purpose. Infax subsequently completed the project and the County has maintained a service agreement for all successive years since installation with the current three ( 3 ) year service agreement terminating on February 2<sup>nd</sup>, 2010.

Infax has provided excellent service during the past 3 years and it is recommended that a new service agreement be entered into for this service with Infax for a term from February 2, 2010 to February 1, 2013. The 3 year quote of \$128,428 contains all support service for both software and hardware including the recently added cell phone parking lot LED signage and LCD screens in the aircraft boarding areas. The software involved is proprietary to INFAX. Therefore, we recommend to your Honorable Board that this procurement be treated as a sole source procurement pursuant to Section 9 of the Westchester County Procurement Policy.

This work will benefit the public by providing essential information to travelers located in the airport and at the TSA security checkpoint. The goals and objectives are to increase public awareness at the airport by providing timely information on airline flights and directing passengers to gates and baggage claim areas. The maintenance to be provided will be overseen by airport administration and monthly invoices must be submitted for payment. No payment will be made should the system not be fully operational on a daily basis.

We recommend approval of the attached proposed resolution.

# RESOLUTION

Upon a communication from the Commissioner of Transportation, and the Chief Information Officer, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with Infax Incorporated, 4250 River Green Parkway, Duluth, GA 30096 for maintenance service of the Flight Information Display System ("FIDS") and Baggage Information Display System ("BIDS") in the Main Terminal and associated locations at the Westchester County Airport for a term from February 2, 2010 to February 1, 2013 in an amount not to exceed \$128,428 payable pursuant to an approved budget and subject to budget appropriation; and be it further

RESOLVED, that this procurement is deemed to be a sole source procurement pursuant Section 9 of the Westchester County Procurement Policy; 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.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	4380		\$38,087 Year 2010
	161	44	4110	4380		\$42,693 Year 2011
	161	44	4110	4380		\$43,974 Year 2012
	161	44	4110	4380		\$3,674 Year 2013

Budget Funding Year(s) 2010 - 2013 Start Date 2/2/10 End Date 2/1/13  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
**\$128,428** Federal Aid \_\_\_\_\_  
 (must match resolution)  
 Other Airport Special Revenue Fund

Airport 10-04

APPROVED BOARD OF ACQUISITION & CONSTRUCTION - 1-28-2010 - JOMAR VERA, SECRETARY