



Department of Emergency Services

Memorandum

**OnBase #78522**

**DATE:** August 10, 2020

**TO:** Board of Acquisition and Contract

**FROM:** John M. Cullen, Commissioner of Emergency Services

**RE:** Authority to amend an agreement with the New York State Technology Enterprise Corporation, to update the County's Communication Assets Survey and Mapping Tool (CASM), for a term commencing upon execution and expiring on August 31, 2020, in an amount not-to-exceed \$40,185.48 in state funds, pursuant to an approved budget, in order to extend the term of the agreement by eleven (11) months, from August 31, 2020 to June 30, 2021.

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As your Honorable Board may recall, on February 6, 2020 ("February Resolution"), your Honorable Board approved a resolution authorizing the County of Westchester ("County"), acting by and through its Department of Emergency Services ("Department"), to enter into an agreement ("Agreement") with New York State Technology Enterprise Corporation ("NYSTEC"), for NYSTEC to update the County's Communication Assets Survey and Mapping Tool (the "CASM"), for an amount not-to-exceed \$40,185.48 in grant funds, pursuant to an approved budget, to be paid at the rates set forth in that certain NYSTEC's Contract PN205AA (formerly Original Contract PN20500) with the New York State Office of General Services. The Agreement was subsequently executed.

The Agreement was for a term to commence upon execution by both parties and to expire on August 31, 2020, so that the term of the Agreement would be coterminous with the term of that certain grant agreement with the New York State Division of Homeland Security and Emergency Services, in the amount of \$1,320,181.00 ("Grant Agreement"), with a term from September 1, 2017 through August 31, 2020.

Due to the current COVID-19 pandemic, NYSTEC was unable to perform the update work to the CASM. Furthermore, the term of the Grant Agreement was extended from August 31, 2020 to June 30, 2021.

In connection with the foregoing, the County now seeks authority from your Honorable Board to authorize the County to extend the term of Agreement by eleven (11) months, from August 31, 2020 to June 30, 2021, so that the term of the Agreement continues to be coterminous with the term of the Grant Agreement and so that NYSTEC may update the CASM.

Except as otherwise specifically amended hereby, all other terms and conditions set forth in the Agreement shall remain unchanged and in full force and effect.

Approval of the attached resolution by your Honorable Board is respectfully requested.

JC/CMC  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/03/2021 - LISA M. P. J. SECRETARY

**RESOLUTION**

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

**RESOLVED**, that the County of Westchester (“County”) is authorized to enter into a First Amendment (“First Amendment”) to the agreement (“Agreement”) with the New York State Technology Enterprise Corporation (“NYSTEC”), which Agreement was to update the County’s Communication Assets Survey and Mapping Tool (“CASM”), for an amount not-to-exceed \$40,185.48, for a period commencing upon execution of the Agreement by both parties until August 31, 2020, in order to extend the term of the Agreement by eleven (11) months, from August 31, 2020 to June 30, 2021; and be it further

**RESOLVED**, that except as otherwise specifically amended hereby, all other terms and conditions set forth in the Agreement shall remain unchanged and in full force and effect.

**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
					N/A

Budget Funding Year(s) 2020-2021 Start Date Upon Execution End Date 06/30/2021  
(must match resolution)

Funding Source \_\_\_\_\_ Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
\$ N/A Federal Aid \_\_\_\_\_  
 (must match resolution)  
 Other \_\_\_\_\_