

79807

DATE: September 30, 2020

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne
Chief Information Officer

SUBJECT: Authority to amend a “short form” agreement (IT-1660) with Moving Pictures, LLC for the provision of crew and equipment setup necessary for live streaming the County Executive’s press events for the period from May 31, 2020 through December 31, 2020 for an amount not-to-exceed \$35,000, at the rate of \$1,200 per live stream, by increasing the not-to-exceed amount authorized thereunder by an additional \$60,000.

By agreement dated June 18, 2020, the County of Westchester, acting by and through its Department of Information Technology, entered into a “short form” agreement with Moving Pictures, LLC (“Moving Pictures”), pursuant to which Moving Pictures agreed to provide the crew and equipment setup necessary for live streaming the County Executive’s press events, for a term commencing on May 31, 2020 and continuing through December 31, 2020 for an amount not-to-exceed \$35,000, payable at the rate of \$1,200 per live stream (the “Agreement”).

Due to a large number of press events over the last few months, the County has already exceeded the not-to-exceed cap by \$19,200.00. In order to have sufficient funds available to compensate Moving Pictures for services already rendered as well as for anticipated additional services through the end of the contract term, the parties now desire to amend the Agreement in order to increase the not-to-exceed amount authorized thereunder by an additional \$60,000.00, from an amount not-to-exceed \$35,000 to a new amount not-to-exceed \$95,000.00.

As your Honorable Board is aware, amendments to short-form contracts which result in increases which exceed the \$35,000 threshold for short-form contracts and/or term extensions beyond the one (1) year threshold, must first be approved by your Honorable Board. Since the proposed increase to the not-to-exceed amount will exceed the \$35,000 threshold for short form contracts, the authority of your Honorable Board is now required.

Accordingly, authority is respectfully requested to amend the Agreement with Moving Pictures, pursuant to which Moving Pictures agreed to provide the crew and equipment setup necessary for live streaming the County Executive’s press events, for a term commencing on May 31, 2020 and continuing through December 31, 2020 for an amount not-to-exceed \$35,000, payable at the rate of \$1,200 per live stream, by increasing the not-to-

exceed amount authorized thereunder by an additional \$60,000.00, from an amount not-to-exceed \$35,000 to a new amount not-to-exceed \$95,000.00.

Except as otherwise specifically amended hereby, all other terms and conditions of the Agreement will remain in full force and effect.

Authority to exempt this Agreement from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)xxi thereof, has been granted by your Honorable Board in accordance with a separate resolution of even date herewith.

Accordingly, I most respectfully recommend the adoption of the annexed Resolution.

MB/SF/jpg

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Department of Information Technology, is hereby authorized to amend a “short form” agreement with Moving Pictures, LLC (“Moving Pictures”), pursuant to which Moving Pictures agreed to provide the crew and equipment setup necessary for live streaming the County Executive’s press events, for a term commencing on May 31, 2020 and continuing through December 31, 2020 for an amount not-to-exceed \$35,000, payable at the rate of \$1,200 per live stream (the “Agreement”), by increasing the not-to-exceed amount authorized thereunder by an additional \$60,000.00, from an amount not-to-exceed \$35,000, to a new amount not-to-exceed \$95,000.00; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect upon the parties;

RESOLVED, that the County Executive or his duly authorized designee Is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Original Agreement: \$35,000
First Amendment: \$60,000
 Total: \$95,000

Account to be
 Charged/Credited

Agreement No. IT-1660

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	16	7000	4998		\$60,000

Budget Funding Year(s): 2020 Start Date: May 31, 2020 End Date: Dec 31, 2020
 (must match resolution)

Funding Source
\$60,000
 (must match resolution)

Tax Dollars: _____
 State Aid: _____
 Federal Aid: \$60,000
 Other: _____