

31750

TO: Board of Acquisition and Contract

FROM: Jay T. Pisco, P.E.
Commissioner of Public Works and Transportation

John B. McCaffrey
Chief Information Officer, Department of Information Technology

DATE: January 16, 2013

SUBJECT: **WCA13001 - 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, for a term February 2, 2013 to February 1, 2016, for an amount not to exceed \$161,904.00, payable pursuant to an approved budget and 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 February 2, 2013.

Infax has provided excellent service during the past three (3) years and it is recommended that a new service agreement be entered into for this service with Infax for a term February 2, 2013 to February 1, 2016. The three (3) year quote of \$161,904.00 contains all support service for both software and hardware including the recently added LCD screens in the aircraft boarding areas and LCD screens to be added in the airline operations offices and observation area on the 3rd floor of the Terminal Building. 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

Agreement No. WCA13001

Upon a communication from the Commissioner of Public Works and Transportation and the Chief Information Officer, Department of Information Technology, 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, Georgia 30096, for maintenance service of the Flight Information Display System ("FIDS") and Baggage Information Display System ("BIDS") in the Main Terminal and associated areas at the Westchester County Airport for a term February 2, 2013 to February 1, 2016 in an amount not to exceed \$161,904.00, payable pursuant to an approved budget and subject to budget appropriations; and be it further

RESOLVED, that this procurement is deemed to be a sole source procurement pursuant to 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 | | \$48,016.00 (2013) |
| | 161 | 44 | 4110 | 4380 | | \$53,821.00 (2014) |
| | 161 | 44 | 4110 | 4380 | | \$55,436.00 (2015) |
| | 161 | 44 | 4110 | 4380 | | \$ 4,631.00 (2016) |

Budget Funding Year(s) 2013-2016 Start Date 02/02/2013 End Date 02/01/2016
 (must match resolution)

Funding Source

Tax Dollars _____

State Aid _____

Federal Aid _____

\$161,904.00
 (must match resolution)

Other Airport Special Revenue Fund