

32332

Date: February 19, 2013

To: The Honorable Board of Acquisition and Contract

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

Re: Authority to amend a short-form contract with Passur Aerospace Inc., (“Passur”) for the provision of automated airfield condition reports at the Westchester County Airport for a term commencing September 1, 2012 and ending on February 28, 2013 for an amount not-to-exceed \$18,720.00 by 1) extending the end date of the agreement to February 28, 2014; and 2) increasing the total amount not-to-exceed thereunder by an additional \$37,440.00, from an amount not-to-exceed \$18,720.00 to an amount not-to-exceed \$56,160.00. (Short Form Contract No. DQFA 12030)

On October 15, 2012, the County of Westchester (the “County”) entered into a “short-form” contract with Passur Aerospace Inc. (“Passur”), 1 Landmark Square, Stamford, Connecticut 06901, to provide automated airfield condition reports at the Westchester County Airport for a term commencing September 1, 2012 and continuing through February 28, 2013 in an amount not to exceed of \$18,720.00, payable in monthly installments of \$3,120.00.

The County would like to continue with this service for an additional one (1) year period to allow for further time to evaluate the service being provided and to allow for no interruption in automated field condition reports to the airlines, pilots, and tenants at the Airport.

As your Honorable Board is aware, amendments to short-form contracts which result in increases which exceed the \$20,000.00 threshold for short-form contracts and/or term extensions beyond the one (1) year threshold, must first be approved by your Honorable Board. Accordingly, authority is respectfully requested to amend the Agreement with Passur for the provision of automated airfield condition reports for a term commencing September 1, 2012 and ending February 28, 2013 for an amount not-to-exceed \$18,720.00 by 1) extending the end date of the agreement to February 28, 2014; and 2) increasing the total amount not-to-exceed thereunder by an additional \$37,440.00, from an amount not-to-exceed \$18,720.00 to an amount not-to-exceed \$56,160.00, payable in equal monthly installments and subject to appropriation.

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

Board of Acquisition and Contract
Authority to Amend Short Form Contract No. DOTA 12030
Passur Aerospace Inc.
Automated Airfield Condition Reports at the Westchester County Airport
Page 2

The Department of Public Works and Transportation is of the opinion that Passur is the sole source for automated airfield condition reports. Passur is the only company that provides aircraft operational data through the use of a company-owned network of proprietary Passive Surveillance Radar (over 155 are currently installed across the US, Canada, Europe and Asia). Passur currently operates a Passive Surveillance Radar system that provides coverage of the Westchester County Airport. 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.

The goals and objectives of this Agreement are to maintain a safe airfield by providing critical information to pilots and users of the Airport in a timely manner.

The Agreement will be tracked and monitored by the Airport Operations department.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

JTP/dv
Attachment

RESOLUTION

Upon a communication from the Commissioner of Public Works and Transportation, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to amend Short Form Contract No. DOTA 12030 with Passur Aerospace Inc., 1 Landmark Square, Stamford, Connecticut 06901, for the provision of automated airfield condition reports for a term commencing September 1, 2012 and ending February 28, 2013 for an amount not-to-exceed \$18,720.00 by 1) extending the end date of the agreement to February 28, 2014; and 2) increasing the total amount not-to-exceed thereunder by an additional \$37,440.00, from an amount not-to-exceed \$18,720.00 to an amount not-to-exceed \$56,160.00, payable in equal monthly installments and subject to appropriation; 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; 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 Commissioner or his duly appointed designee be, and hereby is, authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

Short Form Contract No. DOTA 12030

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	4380		\$31,200.00 (2013)
	161	44	4110	4380		\$ 6,240.00 (2014)

Budget Funding Year(s) 2013-2014 Start Date March 1, 2013 End Date February 28, 2014
 (must match resolution)

Funding Source

Tax Dollars _____

State Aid _____

Federal Aid _____

\$37,440.00
 (must match resolution) Other Airport Special Revenue Fund