

38283

DATE: February 3, 2014

TO: Board of Acquisition and Contract

FROM: John B. McCaffrey, Chief Information Officer

RE: AUTHORIZATION TO AMEND CONTRACT IT-1213-REV WITH MID-STATE COMMUNICATIONS AND ELECTRONICS, INC. (**WBE**) FOR RADIO TOWER, ANTENNA SYSTEM AND RELATED INFRASTRUCTURE, INSPECTION, INSTALLATION AND MAINTENANCE SERVICES FOR VARIOUS COUNTY RADIO ANTENNA SITES BY INCREASING THE ANNUAL NOT-TO-EXCEED AMOUNTS BY \$7,998 FOR CONTRACT YEARS 2014, 2015, AND 2016, RESULTING IN A NEW TOTAL NOT-TO-EXCEED CONTRACT AMOUNT OF \$670,994

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BACKGROUND:

- On March 21, 2012, two (2) bids were received and opened for Contract IT-1213-Rev for Radio Tower, Antenna System and related Infrastructure, Inspection, Installation and Maintenance Services for Various County Radio Antenna Sites. On June 7, 2012, your Honorable Board approved a resolution (the "June 2012 Resolution") which authorized entering into Contract IT-1213-Rev with Mid-State Communications and Electronics, Inc. ("Mid-State"), for a five (5) year period commencing June 1, 2012 and terminating May 31, 2017 for a total not to exceed contract amount of \$647,000 ("Agreement"). The Agreement was duly executed on or about August 1, 2012. Pursuant to Section 20 of the Information for Bidders the County has the ability to increase or decrease sites, infrastructure or equipment; and specifically the County reserved the right to add sites, infrastructure, or equipment up to a limit of thirty percent of the total amount of the contract based upon the executed contract price for all specified work.
- Pursuant to the Agreement, Mid-State inspects radio towers and antenna support structures utilized by the County at 22 locations twice per year. Consistent with the Agreement terms, the County is increasing the number of towers to be inspected twice per year by Mid-State by one (1). The additional radio tower is located at DPS Headquarters. The cost of the additional inspection will be \$3,999 per inspection for a total of \$7,998 per year. The inspections will be conducted in the years 2014, 2015 and 2016. Accordingly, the contract not-to-exceed amount of \$647,000 will increase by \$23,994.00 resulting in a new total not-to-exceed contract amount of \$670,994.
- All other terms and conditions of the Agreement shall remain the same and in full force and effect.
- This contract is in the public's best interest because it will ensure that the County's critical government and public safety radio communication systems continue to be maintained in a safe and cost effective manner, thus addressing the County Executive's priority area: Safety and Security (SS). There are no energy or environmental components associated with this project.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's online financial system. These records will be easily accessible by Finance, Budget and department staff and will be reviewed regularly to ensure that funds are used appropriately.

**ACTION REQUESTED:**

- Authorization to amend Contract IT-1213-Rev for Radio Tower, Antenna System and Related Infrastructure, Inspection, Installation and Maintenance Services for Various County Radio Antenna Sites, with Mid-State Communications and Electronics, Inc., having a place of business located at 185 Clear Road, Oriskany, New York 13424, by increasing the number of towers to be inspected twice per year by Mid-State by one (1). The cost of the additional inspection will be \$3,999 per inspection for a total of \$7,998 per year. The inspections will be conducted in the years 2014, 2015 and 2016. Accordingly, the contract not-to-exceed amount of \$647,000 will increase by \$23,994.00 resulting in a new total not-to-exceed contract amount of \$670,994.

Accordingly, the attached resolution is submitted for your consideration.

JBM/ASE/TSA

APPROVED BOARD OF ACQUISITION & CONTRACT 03/06/2014

CONFIDENTIAL, SECRETARY

**RESOLUTION**

UPON A COMMUNICATION FROM THE CHIEF INFORMATION OFFICER, DEPARTMENT OF INFORMATION TECHNOLOGY, BE IT HEREBY

RESOLVED, that the County of Westchester is hereby authorized to amend Contract IT-1213-Rev for Radio Tower, Antenna System and Related Infrastructure, Inspection, Installation and Maintenance Services for Various County Radio Antenna Sites, with Mid-State Communications and Electronics, Inc. ("Mid-State"), having a place of business located at 185 Clear Road, Oriskany, New York 13424, by increasing the number of towers to be inspected twice per year by Mid-State from 22 to 23. The cost of the additional inspection will be \$3,999 per inspection for a total of \$7,998 per year with the additional inspections to be conducted in the years 2014, 2015 and 2016. Accordingly, the contract not-to-exceed amount of \$647,000 will increase by \$23,994.00 resulting in a new total not-to-exceed contract amount of \$670,994; and be it further

RESOLVED, that all other terms and conditions of the agreement shall remain the same and in full force and effect; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute and deliver any and all documents and to take all action necessary and appropriate to effectuate the purposes hereof.

Original Agreement: \$ 647,000  
**This Amendment: \$ 23,994**  
Total: \$ 670,994

Contract No. **IT-1213**

Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
101	16	2500	4200		\$7,998.00 (2014)
101	16	2500	4200		\$7,998.00 (2015)
101	16	2500	4200		\$7,998.00 (2016)

Budget Funding Year(s): 2014 - 2016 Start Date: June 1, 2012 End Date: May 31, 2017

Funding Source: Tax Dollars: \$23,994  
State Aid: \_\_\_\_\_  
\$23,994 Federal Aid: \_\_\_\_\_  
(must match resolution) Other: \_\_\_\_\_