

57267

DATE: May 24, 2017

TO: Board of Acquisition and Contract

FROM: John B. McCaffrey, Chief Information Officer

RE: AUTHORIZATION TO ENTER INTO AN AGREEMENT (IT-1481) WITH SUCCESSFUL SOLUTIONS GROUP, LLC, FOR CONSULTATION AND SERVICES PERTAINING TO FCC LICENSING RULES AND REGULATIONS AND TASKS INCLUDING IDENTIFICATION AND LICENSING OF AVAILABLE RADIO FREQUENCIES FOR A TERM COMMENCING ON JUNE 1<sup>st</sup>, 2017 AND CONTINUING THROUGH MAY 31<sup>st</sup>, 2019 IN AN AMOUNT NOT-TO-EXCEED \$74,500.00.

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BACKGROUND:

- The County of Westchester (the "County") currently owns and operates several major radio communications systems including: an analog UHF (T-Band) simulcast trunked radio communications system operated by the Department of Emergency Services that carries public safety voice communications throughout the entire Westchester service area; an analog VHF simulcast conventional radio communications system operated by the Department of Public Safety (Westchester County Police WCPD) that carries voice communications throughout the Westchester; an analog UHF (T-Band) transit data system that carries AVL and other transportation system management and control data throughout Westchester for the Bee Line Bus System; a system of analog, conventional base stations used to dispatch 50 of the 59 Fire agencies and 26 of the 45 EMS agencies in Westchester; and several smaller repeater systems as well as handheld radio only operations in various departments.
- Recently a number of external events have occurred that will affect the long term reliability and ongoing viability of these vital systems. SEC. 6103 the Middle Class Tax Relief and Job Creation Act (Pub. L. 112-96) mandates that public safety agencies vacate the UHF frequencies in the 470 to 512 Megahertz band (known as T-Band) by 2023. This is a critical concern for the County because the affected frequencies are currently utilized by two of the County's crucial UHF radio systems. In addition, guaranteed support for the County's large existing systems will no longer be available from the manufacturer (Motorola Solutions, Inc.) after December 2019, the systems cannot be expanded or upgraded because many components are no longer being manufactured, and the availability of compatible pagers used to dispatch Fire and EMS agencies has become limited.
- In response to these external events, the County is in the process of planning for the replacement of its critical radio systems. Additionally, the Department of Information Technology ("DoIT") on or about January 19th, 2017 issued a Request for Qualifications ("RFQ") seeking the services of a consultant to provide subject matter expertise pertaining to, among other things, Federal Communications Commission ("FCC") licensing rules and regulations and tasks including identification and licensing of available radio frequencies.

- The County solicited quotations from three vendors for the required services, pursuant to Section 5(b) of the Westchester County Procurement Policy. The following quotations were obtained:

Vendor	Hourly Rates (Range Depending on Service)
Successful Solutions Group, LLC	\$40 - \$295
Wilkinson Barker Knauer, LLP	\$85 - \$900
Hogan Lovells US, LLP	\$289 - \$930

- In the course of evaluating the quotations offered, the County found the quotation from Wilkinson Barker Knauer, LLP. to be incomplete as the vendor cannot provide services required in order to search for and identify available radio frequencies that may be licensed by the County.
- Subsequently, after evaluating the quotations offered, Successful Solutions Group, LLC was selected as the most advantageous, pursuant to Section 5(c) of the Westchester County Procurement Policy. This selection was based upon the fact that the quotation submitted by Successful Solutions Group LLC was the lowest complete quotation offered and that the services as described and provided will best assist the County.

**ACTION REQUESTED:**

- Authorization to enter into an Agreement with Successful Solutions Group, LLC (IT-1481) having an office and place of business at 500 North Michigan Ave., Suite 600, Chicago, Illinois, 60611 for consultation and services pertaining to, among other things, FCC licensing rules and regulations and tasks including identification and licensing of available radio frequencies for a two (2) year term commencing on June 1<sup>st</sup>, 2017 and continuing through May 31<sup>st</sup>, 2019 for a contract amount not-to-exceed \$74,500.00 payable pursuant to an approved budget.

JBM/ASE/TSA

APPROVED BOARD OF COUNTY EXECUTIVE CONTRACT NO. 17-118 AMRIJAJ, 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 enter into an agreement with Successful Solutions Group, LLC (IT-1481) having an office and place of business at 500 North Michigan Ave., Suite 600, Chicago, Illinois, 60611 for consultation, and services pertaining to, among other things, FCC licensing rules and regulations, and tasks including identification and licensing of available radio frequencies, for a two (2) year term commencing on June 1<sup>st</sup>, 2017 and continuing through May 31<sup>st</sup>, 2019 for a total contract amount not to exceed Seventy Four Thousand Five Hundred (\$74,500.00) Dollars, pursuant to an approved budget, 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.

Account to be Charged/Credited:

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/Sub-Object	Trust Account or Bond Act	Dollars
2017	101	16	2500	4420		\$74,500

Budget Funding Years: 2017 Start Date: June 1<sup>st</sup>, 2017 End Date: May 31<sup>st</sup>, 2019  
(must match resolution)

Funding Source Tax Dollars: \$74,500.00  
State Aid: \_\_\_\_\_  
\$74,500.00 Federal Aid: \_\_\_\_\_  
(must match resolution) Other: \_\_\_\_\_