

66430

TO: Board of Acquisition and Contract

FROM: Hugh J. Greechan, Jr., P.E.
Commissioner of Public Works and Transportation

Marguerite Beirne
Chief Information Officer

DATE: December 4, 2018

SUBJECT: **Authority to enter into an agreement with Infax Incorporated for the 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 from February 2, 2019 to February 1, 2022, for an amount not to exceed \$199,389.00 payable pursuant to an approved budget and subject to budget appropriations. (Agreement No. WCA 18007)**

In 2002, the County of Westchester ("County"), acting by and through its 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 of the FIDS and BIDS systems with the current three (3) year service agreement set to expire on February 1, 2019.

Infax has provided excellent service during the past three (3) years and it is recommended that a new agreement be entered into for these services with Infax. Currently Infax is paid \$66,463.00 for annual service and has agreed to maintain that annual price for the new three (3) year term, equal to an amount not to exceed \$199,389.00, payable in equal monthly installments over the term from February 2, 2019 to February 1, 2022. The agreement contains all support service for both software and hardware including the LCD screens in all public areas, airline operations offices, TSA working space, and commercial aircraft gates. Infax will continue to host interfaces for each airline for real time data transmission and updates from each airlines flight center. The software and hardware of the system is proprietary to Infax and no third party is authorized to service it. 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.

HJG/MB/dlv

R E S O L U T I O N

Upon a communication from the Commissioner of Public Works and Transportation and the Chief Information Officer, 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 locations at the Westchester County Airport for a term from February 2, 2019 to February 1, 2022, in an amount not to exceed \$199,389.00 payable in equal monthly installments pursuant to an approved budget and subject to budget appropriation; 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.

Agreement No. WCA 18007

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	161	44	4110	4380		\$60,925.00 Year 2019
	161	44	4110	4380		\$66,463.00 Year 2020
	161	44	4110	4380		\$66,463.00 Year 2021
	161	44	4110	4380		\$ 5,538.00 Year 2022

Budget Funding Year(s): 2019-2022 Start Date: 02/02/19 End Date: 02/01/22
 (must match resolution)

Funding Source: Tax Dollars _____
 State Aid _____
\$199,389.00 Federal Aid _____
 (must match resolution) Other Airport Special Revenue Fund