

77322

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Honorable George Latimer
Westchester County Executive

DATE: June 10, 2020

SUBJECT: Request for authority for the County of Westchester to enter into an agreement with International Data Base Corporation, d/b/a BidNet, for the provision of web-based solicitation and bidding services

Authority is hereby requested from your Honorable Board for the County of Westchester ("County") to enter into a County-wide agreement ("Agreement") with International Data Base Corporation d/b/a BidNet ("BidNet") for the provision of web-based solicitation and bidding services for all County departments necessitating these services.

BidNet has developed a nationwide web-based solicitation system which provides an on-line solicitation and bidding services platform ("Network") to federal, state and local government for the procurement and purchase of commodities. By joining and participating in the Network, the County will benefit from the nationwide services BidNet provides whereby potential vendors are able to see new contract opportunities from federal, state and local government across the nation. The Network is a Vendor Self- Service system which allows vendors to register, update their company information in order to view and select the commodities they wish to provide price quotes on or submit competitive proposals. The use of the Network will enable all County departments to control the entire soliciting and bidding cycle electronically. This will drastically reduce the turnaround time on submission and receipt of quotes and competitive proposals and should also result in significant savings in reproduction and postage costs.

The initial term of the proposed Agreement will be for twelve (12) months commencing upon execution, which will automatically extend for one (1) year increments, unless terminated by either party upon 60 days' prior written notice. There will be no subscription fees or costs to the County associated with the use of the Network by the County's various departments for solicitation and bidding services.

The County has been using BidNet for a number of years to post bid documents but apparently had multiple agreements in place for the same services, one through the Department of Public Works and Transportation and another through the Bureau of Purchase and Supply. In an effort to consolidate such services it is recommended that the County have one County-wide agreement for these and other County departments' services.

The proposed Agreement will serve a public purpose by permitting the various County departments to solicit bids and competitive proposals for a variety of public services benefiting the residents of Westchester County

The proposed Agreement's goals and objectives are to avail the various County departments with a platform for soliciting bids and competitive proposals in order to provide various public services at the best possible price to residents of Westchester County.

The proposed Agreement is in the County's best interest regarding fiscal responsibility as it will permit the various County departments to solicit bids and competitive proposals at no cost to the County, with significant savings in reproduction and postage costs.

This Agreement is not subject to the Westchester County Procurement Policy as it not a procurement. I respectfully recommend approval of the attached proposed resolution, upon recommendation from the Commissioners of Finance and Public Works and Transportation Departments.

GL/CMC

APPROVED BOARD OF ACQUISITION & CONTRACT - OCT 18/2020 - LISI/BJAJ, SECRETARY

RESOLUTION

Upon a communication from the Westchester County Executive, be it hereby

RESOLVED, that the County of Westchester (the “County”) is hereby authorized to enter into an agreement (“Agreement”) with International Data Base Corp., d/b/a BidNet (“BidNet”) for the provision of solicitation and bidding services; and be it further

RESOLVED, that the initial term of the Agreement will be for twelve (12) months commencing upon execution, which shall automatically extend for one (1) year increments, unless terminated by either party upon 60 days’ written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to effectuate the purposes hereof.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
N/A						N/A

Budget Funding Year(s) 2020 Start Date Upon Execution End Date One Year
 (must match resolution)

Funding Source Tax Dollars \$0.00 _____
 State Aid _____
 \$ N/A Federal Aid _____
 (must match resolution) Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/19/2020 - SUPERVISOR SECRETARY