

81860

DATE: December 28, 2020

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne
Chief Information Officer

SUBJECT: Authority to further amend an agreement (IT-1660) with Moving Pictures, LLC for the provision of crew and equipment setup necessary for live streaming the County Executive's press events, by 1) extending the term thereof through December 31, 2021; 2) adding a new fee schedule for certain "special" events; and 3) increasing the total not-to-exceed amount authorized thereunder by an additional \$100,000.

By agreement dated June 18, 2020, the County of Westchester (the "County"), acting by and through its Department of Information Technology, entered into a "short form" agreement with Moving Pictures, LLC ("Moving Pictures"), pursuant to which Moving Pictures agreed to provide the crew and equipment setup necessary for live streaming the County Executive's press events, for a term commencing on May 31, 2020 and continuing through December 31, 2020 for an amount not-to-exceed \$35,000, payable at the rate of \$1,200 per live stream (the "Agreement"). The Agreement was subsequently executed.

Thereafter, by resolution approved on October 8, 2020, your Honorable Board authorized the County to amend the Agreement in order to increase the not-to-exceed amount authorized thereunder by an additional \$60,000, from an amount not-to-exceed \$35,000 to an amount not-to-exceed \$95,000 (the "First Amendment"). The First Amendment was subsequently executed.

The County has been very pleased with the services provided by Moving Pictures and wishes to continue its relationship with the vendor for an additional year. Accordingly, authority is respectfully requested to further amend the Agreement with Moving Pictures for the provision of crew and equipment setup necessary for live streaming the County Executive's press events, by extending the term thereof from January 1, 2021 through December 31, 2021.

It should be noted that in addition to the typical live streaming events for which Moving Pictures charges \$1,200/each, it is anticipated that certain 'special' events will be live streamed throughout the year which are more time intensive, require more complex equipment set ups and additional crew resources. As such, these special events are priced differently from the standard press conferences. Accordingly, authority is further requested to amend the Agreement by incorporating the fee schedule set forth below for the period from January 1, 2021 through December 31, 2021.

Twice a week briefing (Until Media Studio Complete) \$1,200	\$24,000 (2 per week for 10 weeks)
9-11	\$6,500
State of the County	\$8,350
Town Halls x 12	\$15,000
Budget x2	\$2,400
Trailblazers Event	\$4,500
WOW Event	\$4,500
Playland events x2	\$10,000
Goldstar Mothers	\$1,200

Lastly, in order to have sufficient funds available to compensate Moving Pictures for services rendered during the extended term, it will be necessary to increase the not-to-exceed amount authorized thereunder by an additional \$100,000. Accordingly, authority is further requested to amend the Agreement with Moving Pictures by increasing the not-to-exceed amount authorized thereunder by an additional \$100,000, from an amount not-to-exceed \$95,000 to a new amount not-to-exceed \$195,000.

Except as otherwise specifically amended hereby, all other terms and conditions of the Agreement, as previously amended, will remain in full force and effect.

Authority to exempt this amendment from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)xxi thereof, has been granted by your Honorable Board in accordance with a separate resolution of even date herewith.

Accordingly, I most respectfully recommend the adoption of the annexed Resolution.

MB/SF/jpg
Attachment

RESOLUTION

Upon a communication from the Chief Information Officer, be it hereby

RESOLVED, that the County of Westchester, acting by and through its Department of Information Technology, is hereby authorized to further amend an agreement with Moving Pictures, LLC (“Moving Pictures”), pursuant to which Moving Pictures agreed to provide the crew and equipment setup necessary for live streaming the County Executive’s press events, for a term commencing on May 31, 2020 and continuing through December 31, 2020 for an amount not-to-exceed \$95,000, payable at the rate of \$1,200 per live stream (the “Agreement”), by 1) extending the term thereof through December 31, 2021; 2) adding a new fee schedule for certain “special” events as set forth in Exhibit “A” attached to this resolution; and 3) increasing the total not-to-exceed amount authorized thereunder by an additional \$100,000, from an amount not-to-exceed \$95,000, to a new amount not-to-exceed \$195,000; and be it further

RESOLVED, that except as otherwise specifically amended hereby, all other terms and conditions of the Agreement, as previously amended, shall remain in full force and effect upon the parties; and be it further

RESOLVED, that the County Executive or his duly authorized designee Is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Original Agreement:	\$35,000
First Amendment:	\$60,000
Second Amendment	\$100,000
Total:	\$195,000

Account to be
Charged/Credited

Agreement No. IT-1660

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	11	0100	4380		\$14,450 (2020)
101	11	0100	4380		\$85,550(2021)

Budget Funding Year(s): 2021 Start Date: May 31, 2020 End Date: Dec 31, 2021
(must match resolution)

Funding Source <u>\$100,000</u> (must match resolution)	Tax Dollars: <u>100%</u> State Aid: _____ Federal Aid: _____ Other: _____
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EXHIBIT "A"

Twice a week briefing (Until Media Studio Complete) \$1,200	\$24,000 (2 per week for 10 weeks)
9-11	\$6,500
State of the County	\$8,350
Town Halls x 12	\$15,000
Budget x2	\$2,400
Trailblazers Event	\$4,500
WOW Event	\$4,500
Playland events x2	\$10,000
Goldstar Mothers	\$1,200

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/14/2021 - JOAN COCCIARDI, SECRETARY