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TO: Board of Acquisition and Contract

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

DATE: January 26, 2021

SUBJECT: Change Order No. 1
Contract No. 19-209
Countywide Installation of Data, Telephone and Branch Circuitry
Various Locations
Westchester County, New York
Contractor: Atlantic Electric, Inc.
Amount of Change Order No. 1: \$1,471,497.00

On September 26, 2019, your Honorable Board awarded Contract No. 19-209 for Countywide Installation of Data, Telephone and Branch Circuitry, Various Locations, Westchester County, New York to Atlantic Electric, Inc., 121 Union Valley Road, Mahopac, New York 10541 in the amount of \$2,395,425.00.

The work under this contract consists of providing all necessary labor, material and equipment required to furnish and install data cable, fiber optic cable, data/telephone outlets, receptacles and branch circuitry, and to perform wire and cable terminations, data circuit testing and all cutting, drilling and/or patching required to install this work at various locations County wide. As a result of the Covid-19 pandemic, Contract 19-209 has been utilized by the County at a much higher rate than was originally anticipated and as such this Change Order is necessary.

The work contemplated by this Change Order is critical for the court system to move forward during the pandemic. A Change Order is needed at this time for the installation of Wireless Access Points at the Department of Corrections Facility to provide inmates virtual access to the courts which include Local, County and Federal Courts. This installation will allow Court hearings to take place and reduce the need to transport inmates during the pandemic. The work under this Change Order will also provide inmates access to legal services.

The cost of this work is estimated to be \$1,471,497.00 and is based upon Atlantic Electric Inc.'s proposals, which were reviewed and approved by the Department of Public Works and Transportation. The scope of work for the additional electrical services could not have been anticipated at the time of bid, and therefore a Change Order to Contract 19-209 is hereby requested.

The objective of this Change Order is to provide the Courts the ability to continue to operate while maintaining a safe environment.

This contract is in the public's best interest because it will promote the health and safety of the County's workforce at these facilities and also the general public by allowing County facilities to remain operational.

As expenditures are made pursuant to this authorization, detailed records will be kept in the County's on-line 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.

This additional work is incidental to the original work and does not materially alter the main purpose of the contract as to constitute a new undertaking. The proposed work is of the same nature as the work contemplated in Contract 19-209, is to be performed in the same general vicinity and was unanticipated work. The term of the contract is January 1, 2020 to December 31, 2022.

It is requested that your Honorable Board take action on the following:

Approval of Change Order No. 1:

Total Amount of Change Order No. 1	\$1,471,497.00
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This Change Order has been reviewed by the Law Department and a proposed form of Resolution is attached hereto for your approval.

Approval is recommended.

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/10/2021 - MARIJAJ, SECRETARY

