

Information Technology & Cybersecurity Meeting Agenda



Committee Chair: Judah Holstein

800 Michaelian Office Bldg.
148 Martine Avenue, 8th Floor
White Plains, NY 10601
www.westchesterlegislators.com

Monday, July 15, 2024

10:00 AM

Committee Room

CALL TO ORDER

Please note: Meetings of the Board of Legislators and its committees are held at the Michaelian Office Building, 148 Martine Avenue, White Plains, New York, 10601, and remotely via the WebEx video conferencing system. Legislators may participate in person or via Webex. Members of the public may attend meetings in person at any of its locations, or view it online on the Westchester County Legislature's website: <https://westchestercountyny.legistar.com/> This website also provides links to materials for all matters to be discussed at a given meeting.

Legislator Judah Holstein will be participating remotely from the Residence Inn by Marriott Downtown Tampa 101 East Tyler Street Tampa, FL 33602.

MINUTES APPROVAL

I. ITEMS FOR DISCUSSION

1. [2024-365](#) **BOND ACT-E911 Replacement Equipment Phase II**

A BOND ACT authorizing the issuance of ONE MILLION, THREE HUNDRED TWENTY-FIVE THOUSAND (\$1,325,000) DOLLARS in bonds of Westchester County to finance Capital Project BIT30 - E911 Replacement Equipment Phase II.

COMMITTEE REFERRAL: COMMITTEES ON BUDGET & APPROPRIATIONS AND INFORMATION TECHNOLOGY & CYBERSECURITY

Joint with B&A.

Guests: Department of Information Technology

Chief Information Officer Marguerite Beirne

Program Administrator Nick Negron-Telecomm-E911


II. OTHER BUSINESS

III. RECEIVE & FILE

ADJOURNMENT

June 13, 2024

TO: Hon. Vedat Gashi, Chair
Hon. Jose Alvarado, Vice Chair
Hon. Tyrae Woodson-Samuels, Majority Leader
Hon. Margaret Cunzio, Minority Leader

FROM: George Latimer 
Westchester County Executive

RE: Message Requesting Immediate Consideration: **Bond Act – BIT30 – E911 Replacement Equipment Phase II.**

This will confirm my request that the Board of Legislators allow submission of the referenced communication to be submitted to the Board of Legislators June 17, 2024 Agenda.

Transmitted herewith for your review and approval is a bond act ("Bond Act") which, if adopted, would authorize the County of Westchester ("County") to issue bonds in the amount of \$1,325,000 to finance the following capital project: BIT30.

Therefore, since this communication is of the utmost importance, it is respectfully submitted that the County Board of Legislators accepts this submission for June 17, 2024 "blue sheet" calendar.

Thank you for your prompt attention to this matter.

Westchester County

George Latimer
County Executive

May 29, 2024

Westchester County Board of Legislators
800 Michaelian Office Building
White Plains, New York 10601

Dear Honorable Members of the Board of Legislators:

Transmitted herewith for your review and approval is a bond act ("Bond Act") which, if adopted, would authorize the County of Westchester ("County") to issue bonds in the amount of \$1,325,000 to finance the following capital project:

BIT30 – E911 Replacement Equipment Phase II ("BIT30").

The Bond Act, in the amount of \$1,325,000, would finance the cost of the upgrading and improvement of the County's public safety answering points ("PSAP") system.

The Department of Information Technology ("Department") has advised that this request is required to continue upgrading the aging PSAP system, which is approaching the end of its useful life. The upgrade is required to maintain services.

Following bonding authorization, purchase of equipment, software and implementing services will commence. It is anticipated that upgrades will take eight months to complete, be completed by a consultant and will begin after award and execution of the upgrade contracts.

It should be noted that your Honorable Board has previously authorized the County to issue bonds in connection with BIT30 as indicated in the annexed capital project fact sheet.

Based on the importance of this project to the County, favorable action on the proposed Bond Act is respectfully requested.

Sincerely,



George Latimer
Westchester County Executive

**HONORABLE BOARD OF LEGISLATORS
THE COUNTY OF WESTCHESTER, NEW YORK**

Your Committee is in receipt of a transmittal from the County Executive recommending approval by the County of Westchester (“County”) of a bond act (“Bond Act”) in the amount of \$1,325,000 to finance capital project BIT30 – E911 Replacement Equipment Phase II (“BIT30”). The Bond Act, which was prepared by the law firm Hawkins, Delafield & Wood, will finance the cost of the upgrading and improvement of the County’s public safety answering points (“PSAP”) system.

The Department of Information Technology (“Department”) has advised that this request is required to continue upgrading the aging PSAP system, which is approaching the end of its useful life. The upgrade is required to maintain services.

Following bonding authorization, purchase of equipment, software and implementing services will commence. It is anticipated that upgrades will take eight months to complete, be completed by a consultant and will begin after award and execution of the upgrade contracts.

It should be noted that your Honorable Board has previously authorized the County to issue bonds in connection with BIT30 as indicated in the annexed capital project fact sheet.

The Planning Department has advised your Committee that based on its review, BIT30 may be classified as a Type “II” action pursuant to the State Environmental Quality Review Act (“SEQR”) and its implementing regulations, 6 NYCRR Part 617. Therefore, no environmental review is required. Your Committee has reviewed the annexed SEQR documentation and concurs with this recommendation.

It should be noted that an affirmative vote of two-thirds of the members of your Honorable Board is required in order to adopt the Bond Act. Your Committee recommends the adoption of the proposed Bond Act.

Dated: _____, 20____
White Plains, New York

FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: BIT30

☐ NO FISCAL IMPACT PROJECTED

SECTION A - CAPITAL BUDGET IMPACT

To Be Completed by Budget

☒ GENERAL FUND

☐ AIRPORT FUND

☐ SPECIAL DISTRICTS FUND

Source of County Funds (check one):

☒ Current Appropriations

☐ Capital Budget Amendment

SECTION B - BONDING AUTHORIZATIONS

To Be Completed by Finance

Total Principal \$ 1,325,000 PPU 10 Anticipated Interest Rate 3.14%

Anticipated Annual Cost (Principal and Interest): \$ 157,501

Total Debt Service (Annual Cost x Term): \$ 1,575,007

Finance Department: maab 6-10-24

SECTION C - IMPACT ON OPERATING BUDGET (exclusive of debt service)

To Be Completed by Submitting Department and Reviewed by Budget

Potential Related Expenses (Annual): \$ -

Potential Related Revenues (Annual): \$ -

Anticipated savings to County and/or impact of department operations

(describe in detail for current and next four years):

SECTION D - EMPLOYMENT

As per federal guidelines, each \$92,000 of appropriation funds one FTE Job

Number of Full Time Equivalent (FTE) Jobs Funded:

Prepared by: Donna Montera

Title: Director of Admin Services

Department: Information Technology


Date: 6/10/24

Reviewed By: 

Budget Director

Date: 6/10/24

TO: Michelle Greenbaum, Senior Assistant County Attorney
Jeffrey Goldman, Senior Assistant County Attorney
Carla Chaves, Senior Assistant County Attorney

FROM: David S. Kvinge, AICP, RLA, CFM 
Assistant Commissioner

DATE: May 7, 2024

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:
BIT30 E911 REPLACEMENT EQUIPMENT PHASE II**

PROJECT/ACTION: Per Capital Project Fact Sheet as approved by the Planning Department on
03-05-2024 (Unique ID: 2482)

With respect to the State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617, the Planning Department recommends that no environmental review is required for the proposed action, because the project or component of the project for which funding is requested may be classified as a **TYPE II action** pursuant to section(s):

- **617.5(c)(31):** purchase or sale of furnishings, equipment or supplies, including surplus government property, other than the following: land, radioactive material, pesticides, herbicides, or other hazardous materials.

COMMENTS: None.

DSK/dvw

cc: Andrew Ferris, Chief of Staff
Paula Friedman, Assistant to the County Executive
Lawrence Soule, Budget Director
Tami Altschiller, Assistant Chief Deputy County Attorney
Dianne Vanadia, Associate Budget Director
Susan Darling, Chief Planner
Claudia Maxwell, Principal Environmental Planner
Michael Lipkin, Associate Planner

ACT NO. - 20____

BOND ACT AUTHORIZING THE ISSUANCE OF \$1,325,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF THE UPGRADING AND IMPROVEMENT OF THE COUNTY'S PUBLIC SAFETY ANSWERING POINTS ("PSAP") SYSTEM; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$1,325,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$1,325,000 BONDS HEREIN AUTHORIZED; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (Adopted _____, 20____)

BE IT ENACTED BY THE COUNTY BOARD OF LEGISLATORS OF THE COUNTY OF WESTCHESTER, NEW YORK (by the affirmative vote of not less than two-thirds of the voting strength of said Board), AS FOLLOWS:

Section 1. Pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (the "Law"), the Westchester County Administrative Code, being Chapter 852 of the Laws of 1948, as amended, and to the provisions of other laws applicable thereto, \$1,325,000 bonds of the County, or so much thereof as may be necessary, are hereby authorized to be issued to finance the cost of the upgrading and improvement of the county's public safety answering points ("PSAP") system, all as set forth in the County's Current Year Capital Budget, as amended. To the extent that the details set forth in this act are inconsistent with any details set forth in the Current Year Capital Budget of the County, such Budget shall be deemed and is hereby amended. The estimated maximum cost of said class of objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof is \$1,325,000. The plan of financing includes the issuance of \$1,325,000 bonds herein authorized, and

any bond anticipation notes issued in anticipation of the sale of such bonds, and the levy of a tax to pay the principal of and interest on said bonds.

Section 2. The period of probable usefulness of the class of objects or purposes for which the \$1,325,000 bonds authorized by section 1 of this Act are to be issued, within the limitations of Section 11.00 a.98 of the Law, is ten (10) years.

Section 3. Current funds are not required to be provided as a down payment pursuant to Section 107.00 d. 9. of the Law prior to issuance of the bonds authorized herein, or any bond anticipation notes issued in anticipation of the sale of such bonds. The County intends to finance, on an interim basis, the costs or a portion of the costs of said improvements for which bonds are herein authorized, which costs are reasonably expected to be reimbursed with the proceeds of debt to be incurred by the County, pursuant to this Act, in the maximum amount of \$1,325,000. This Act is a declaration of official intent adopted pursuant to the requirements of Treasury Regulation Section 1.150-2.

Section 4. The estimate of \$1,325,000 as the estimated total cost of the aforesaid objects or purposes is hereby approved.

Section 5. Subject to the provisions of this Act and of the Law, and pursuant to the provisions of §30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals thereof, and of §§50.00, 56.00 to 60.00 and 168.00 of said Law, the powers and duties of the County Board of Legislators relative to authorizing the issuance of any notes in anticipation of the sale of the bonds herein authorized, or the renewals thereof, relative to providing for substantially level or declining annual debt service, relative to prescribing the terms, form and contents and as to the sale and issuance of the respective amounts of bonds herein authorized, and of any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and relative to executing

agreements for credit enhancement, are hereby delegated to the Commissioner of Finance of the County, as the chief fiscal officer of the County.

Section 6. Each of the bonds authorized by this Act and any bond anticipation notes issued in anticipation of the sale thereof shall contain the recital of validity prescribed by §52.00 of said Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the County of Westchester, payable as to both principal and interest by general tax upon all the taxable real property within the County. The faith and credit of the County are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds and any notes issued in anticipation of the sale of said bonds or the renewals of said notes, and provision shall be made annually in the budgets of the County by appropriation for (a) the amortization and redemption of the notes and bonds to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 7. The validity of the bonds authorized by this Act and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the County is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of this Act or a summary hereof, are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This Act shall take effect in accordance with Section 107.71 of the Westchester County Charter.

* * *

STATE OF NEW YORK)
 : ss.:
COUNTY OF WESTCHESTER)

I HEREBY CERTIFY that I have compared the foregoing Act No. -20____ with the original on file in my office, and that the same is a correct transcript therefrom and of the whole of the said original Act, which was duly adopted by the County Board of Legislators of the County of Westchester on _____, 20____ and approved by the County Executive on _____, 20____.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said County Board of Legislators this _____ day of _____, 20____.

Clerk and Chief Administrative Officer of the County
Board of Legislators of the County of Westchester, New
York

(SEAL)

LEGAL NOTICE

A Bond Act, a summary of which is published herewith, has been adopted by the Board of Legislators on _____, 20____, and approved by the County Executive on _____, 20____, and the validity of the obligations authorized by such Bond Act may be hereafter contested only if such obligations were authorized for an object or purpose for which the County of Westchester, in the State of New York, is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this Notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the publication of this Notice, or such obligations were authorized in violation of the provisions of the Constitution.

Complete copies of the Bond Act summarized herewith shall be available for public inspection during normal business hours at the Office of the Clerk of the Board of Legislators of the County of Westchester, New York, for a period of twenty days from the date of publication of this Notice.

ACT NO. _____-20_____

BOND ACT AUTHORIZING THE ISSUANCE OF \$1,325,000 BONDS OF THE COUNTY OF WESTCHESTER, OR SO MUCH THEREOF AS MAY BE NECESSARY, TO FINANCE THE COST OF THE UPGRADING AND IMPROVEMENT OF THE COUNTY'S PUBLIC SAFETY ANSWERING POINTS ("PSAP") SYSTEM; STATING THE ESTIMATED MAXIMUM COST THEREOF IS \$1,325,000; STATING THE PLAN OF FINANCING SAID COST INCLUDES THE ISSUANCE OF \$1,325,000 BONDS HEREIN AUTHORIZED; AND PROVIDING FOR A TAX TO PAY THE PRINCIPAL OF AND INTEREST ON SAID BONDS. (Adopted _____, 20____)

object or purpose: to finance the cost of the upgrading and improvement of the county's public safety answering points ("PSAP") system, all as set forth in the County's Current Year Capital Budget, as amended.

amount of obligations to be issued
and period of probable usefulness: \$1,325,000; ten (10) years

Dated: _____, 20____
White Plains, New York

Clerk and Chief Administrative Officer of the County
Board of Legislators of the County of Westchester, New
York

CAPITAL PROJECT FACT SHEET

Project ID:* BIT30	<input type="checkbox"/> CBA	Fact Sheet Date:* 02-27-2024
Fact Sheet Year:* 2024	Project Title:* E911 REPLACEMENT EQUIPMENT PHASE II	Legislative District ID:
Category* BUILDINGS, LAND & MISCELLANEOUS	Department:* INFORMATION TECHNOLOGY	CP Unique ID: 2482

Overall Project Description

Westchester County and the municipalities within its borders maintain 38 (currently at 37) primary and 5 (currently at 3) secondary public safety answering points (PSAP's) that receive E911 Calls. The required specialized equipment and software at each of the PSAP's is approaching the end of the life cycle and will be in need of replacement. This project is the 2nd Replacement of 911 Equipment. The first phase of replacement was under BIT15

- | | | |
|--|--|---|
| <input type="checkbox"/> Best Management Practices | <input type="checkbox"/> Energy Efficiencies | <input type="checkbox"/> Infrastructure |
| <input checked="" type="checkbox"/> Life Safety | <input type="checkbox"/> Project Labor Agreement | <input type="checkbox"/> Revenue |
| <input checked="" type="checkbox"/> Security | <input type="checkbox"/> Other | |

FIVE-YEAR CAPITAL PROGRAM (in thousands)

	Estimated Ultimate Total Cost	Appropriated	2024	2025	2026	2027	2028	Under Review
Gross	9,325	9,200	125	0	0	0	0	0
Less Non-County Shares	0	0	0	0	0	0	0	0
Net	9,325	9,200	125	0	0	0	0	0

Expended/Obligated Amount (in thousands) as of : 7,981

Current Bond Description: The current request is to upgrade aging PSAP (Public Safety Answering Points). We expected NYS to have the specifications for NextGen E911 available by now. The County is now in a position where we must upgrade our existing 911 PSAP's, which will soon be end-of-life.

Financing Plan for Current Request:

Non-County Shares:	\$ 0
Bonds/Notes:	1,325,000
Cash:	0
Total:	\$ 1,325,000

SEQR Classification:

TYPE II

Amount Requested:

1,325,000

Expected Design Work Provider:

- | | | |
|---------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> County Staff | <input type="checkbox"/> Consultant | <input checked="" type="checkbox"/> Not Applicable |
|---------------------------------------|-------------------------------------|--|

Comments:

Energy Efficiencies:

Appropriation History:

Year	Amount	Description
2014	2,000,000	PURCHASE AND INSTALLATION OF AGING SERVERS, 911 POSITION PC'S AND BACKUP EQUIPMENT FOR ANSWERING AND DISPATCHING 911 CALLS
2015	2,000,000	PURCHASE AND INSTALLATION OF SERVERS AND EQUIPMENT FOR E911 CALLS
2016	500,000	PURCHASE AND INSTALLATION OF SERVERS AND EQUIPMENT FOR E911 CALLS
2017	3,500,000	PURCHASE OF EQUIPMENT
2018	1,200,000	REPLACEMENT AND UPGRADES FOR NEXT GENERATION 9-1-1 AND "NETCLOCKS" FOR PSAP.
2024	125,000	PURCHASE OF EQUIPMENT

Total Appropriation History:

9,325,000

Financing History:

Year	Bond Act #	Amount	Issued	Description
14	55	0	0	E911 REPLACEMENT EQUIPMENT PHASE II
15	92	4,000,000	3,875,473	E911 REPLACEMENT EQUIPMENT PHASE II
16	46	500,000	0	E911 REPLACEMENT EQUIPMENT PHASE II
17	189	3,500,000	3,290,342	ACQUISITION OF E-911 REPLACEMENT EQUIPMENT

Total Financing History:

8,000,000

Recommended By:

Department of Planning
MLLL

Date
03-05-2024

Department of Public Works
RJB4

Date
03-05-2024

Budget Department
DEV9

Date
03-07-2024

Requesting Department
DDMK

Date
04-19-2024

E911 REPLACEMENT EQUIPMENT PHASE II (BIT30)

User Department : Information Technology

Managing Department(s) : Information Technology ;

Estimated Completion Date: TBD

Planning Board Recommendation: Project without physical planning aspects of concern to the Westchester County Planning Board.

FIVE YEAR CAPITAL PROGRAM (in thousands)

	Est Ult Cost	Appropriated	Exp / Obl	2024	2025	2026	2027	2028	Under Review
Gross	9,325	9,200	7,981	125					
Non County Share									
Total	9,325	9,200	7,981	125					

Project Description

Westchester County and the municipalities within its borders maintain 38 primary and 5 secondary public safety answering points (PSAP's) that receive E911 Calls. The required specialized equipment and software at each of the PSAP's is approaching the end of the life cycle and will be in need of replacement. This project is the 2nd Replacement of 911 Equipment.

Current Year Description

The current year request funds the purchase of specialized equipment, servers and PC's needed at various sites.

Current Year Financing Plan

Year	Bonds	Cash	Non County Shares	Total
2024	125,000			125,000

Impact on Operating Budget

The impact on the Operating Budget is the debt service associated with the issuance of bonds.

Appropriation History

Year	Amount	Description	Status
2014	2,000,000	Purchase and installation of aging servers, 911 position PC's and backup equipment for answering and dispatching 911 calls	IN PROGRESS
2015	2,000,000	Purchase and installation of servers and equipment for E911 calls	IN PROGRESS
2016	500,000	Purchase and installation of servers and equipment for E911 calls	IN PROGRESS
2017	3,500,000	Purchase of equipment	IN PROGRESS
2018	1,200,000	Replacement and upgrades for next generation 9-1-1 and "NETclocks" for PSAP.	AWAITING BOND AUTHORIZATION
Total	9,200,000		

E911 REPLACEMENT EQUIPMENT PHASE II (BIT30)

Prior Appropriations

	Appropriated	Collected	Uncollected
Bond Proceeds	9,200,000	7,165,814	2,034,186
Total	9,200,000	7,165,814	2,034,186

Bonds Authorized

Bond Act	Amount	Date Sold	Amount Sold	Balance
55 14				
92 15	4,000,000	12/15/16	319,558	124,527
		12/15/17	1,542,717	
		12/15/17	283,259	
		12/15/17	2,393	
		12/10/18	1,609,345	
		12/10/19	98,709	
		12/10/19	19,493	
46 16	500,000			500,000
189 17	3,500,000	12/10/18	1,535,976	209,658
		12/10/19	1,465,054	
		12/10/19	289,312	
Total	8,000,000		7,165,815	834,185