

11225

DATE: May 24, 2010

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer

RE: RESOLUTION AUTHORIZING THE COUNTY OF WESTCHESTER TO ENTER INTO AN AGREEMENT (IT-1167) WITH INTERGRAPH CORPORATION FOR ONE YEAR OF RESIDENT SYSTEM ADMINISTRATION SUPPORT SERVICES COMMENCING ON NOVEMBER 1, 2010 AND TERMINATING ON OCTOBER 31, 2011 FOR A TOTAL NOT TO EXCEED CONTRACT AMOUNT OF \$196,881

BACKGROUND:

- Currently we have a contract (IT-759) with Intergraph Corporation for Resident System Administrator (RSA) support services which will terminate on October 31, 2010. The last amendment to this agreement authorizing RSA support services was approved by your Honorable Board on October 1, 2009.
- The RSA who works full time at the Department of Emergency Services and assists the County in support of the CAD (Computer Assisted Dispatch) System will continue to be necessary once the current contract expires in October. The RSA duties and responsibilities provided by Intergraph Corporation will include, but not be limited to, the following:
 - a) Responding to inquiries concerning reported defects in the software
 - b) Resolution to problems diagnosed as defects
 - c) Upgrades to the product (without further license fees) that may include functional refinements and enhancements and technological improvements
- Pursuant to Section 9 of the Westchester County Procurement Policy and Procedures, it is our recommendation that after reasonable investigation, it has been determined that RSA support services from Intergraph Corporation is the only one practicable source for the provision of these services. Intergraph Corporation, which designed and implemented the CAD and Records Management systems (RMS), is a sole source provider of support and maintenance services of its proprietary application software licensed to and in use by the County, therefore they are the sole source for RSA support services. For this reason, it is our recommendation that the subject procurement qualifies as a sole source procurement and is exempt from the procedures of the Procurement Policy under Section 9 of said Policy.
- Therefore, we now come before your Honorable Board requesting authorization to enter into a new agreement (IT-1167) with Intergraph Corporation for one year of RSA support services commencing on November 1, 2010 for a total not to exceed contract amount of \$196,881.

- The public purpose of the requested contract is that the resident engineer promotes the critical 24 hours a day, 7 days a week (24 x 7) support of the systems required to do emergency medical and fire dispatching. This has a direct impact on the safety and welfare of the community.
- The goals and objectives of the requested contract are to assure stability and business continuity 24 x 7 for the Department of Emergency Services and the Fire and Emergency Medical agencies for whom they provide services. The Fire and Emergency Medical CAD System and the RMS manage and track critical information regarding fire and medical emergency events. Timely and reliable access to information in these applications is critical to the efficient delivery of services, therefore promoting public safety. The resident engineer ensures that application issues are aggressively tackled and resolved. DES staff, in conjunction with DoIT staff, will continually monitor the services provided by the Resident System Administrator to insure this critical information is provided.
- The consultant contract requested in the attached resolution supports all the stated County Performance Measures in that the consultant directly supports the Computer Assisted Fire and Emergency Medical Dispatch and Record Management Systems at the County. These systems promote shared services by DES in the area of Fire and Emergency Medical Dispatch and Record Management, thus saving taxpayers money at the local municipal level in the areas of staffing and system procurement and support. These systems also support the safety and security measure by promoting the public safety of county residents. These systems support the health and environment measure by directly contributing to the efficient and timely delivery of fire and medical dispatch services.
- If this resolution is not approved, the integrity of the software system could be compromised which may result in system malfunctions and possible loss of safety and security to residents.

ACTION REQUESTED:

- Authorization to enter into an agreement (IT-1167) with Intergraph Corporation, having a place of business located at P.O. Box 6695, Mail Stop IW17A2, Huntsville, Alabama 35813, for Resident System Administrator support services, for a one year period commencing on November 1, 2010 and terminating on October 31, 2011, for a total not to exceed contract amount of \$196,881, payable monthly based on hours worked, subject to County appropriations.

Accordingly, the attached resolution is submitted for your consideration.

MCB:KAC:SAL

RESOLUTION

UPON A COMMUNICATION FROM THE CHIEF INFORMATION OFFICER, DEPARTMENT OF INFORMATION TECHNOLOGY, BE IT HEREBY

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement (IT-1167) with Intergraph Corporation, having a place of business located at P.O. Box 6695, Mail Stop IW17A2, Huntsville, Alabama 35813, for one year of Resident System Administrator support services commencing on November 1, 2010 and terminating on October 31, 2011, for a total not to exceed contract amount of \$196,881, payable monthly based on hours worked; and be it further

RESOLVED, that subject procurement qualifies as a sole source procurement and is exempt from the procedures of the Procurement Policy under Section 9 of said Policy; and be it further

RESOLVED, this Agreement is subject to County appropriations; and be it further

RESOLVED, this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the county shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute and deliver any and all documents and to take all action necessary and appropriate to effectuate the purposes hereof

Account to be Charged/Credited:

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2010	101	16	6000	4420		\$ 32,813
2011	101	16	6000	4420		\$164,068

Budget Funding Year(s): 2010 & 2011 Start Date: November 1, 2010 End Date: October 31, 2011

Funding Source Tax Dollars: \$196,881

State Aid _____

\$196,881 Federal Aid _____

(must match resolution) Other: _____