

15311

DATE: November 8, 2010

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer

RE: AUTHORIZATION TO AMEND CONTRACT IT-889 WITH BOWNE MANAGEMENT SYSTEMS, INC. FOR THE PROVISION OF PROFESSIONAL CONSULTING SERVICES BY EXTENDING THE TERM ONE YEAR TO A NEW TERMINATION DATE OF DECEMBER 31, 2011 AND INCREASING THE AMOUNT BY \$30,000 TO A NEW TOTAL NOT TO EXCEED CONTRACT AMOUNT OF \$148,000

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BACKGROUND:

- On June 28, 2007, your Honorable Board approved a resolution which authorized entering into an agreement with Bowne Management Systems, Inc. ("Bowne") for the provision of professional consulting services, for a one year term commencing on July 1, 2007 and terminating on June 30, 2008 for a total not to exceed contract amount of \$68,000. Contract IT-889 with Bowne authorized in this resolution was subsequently executed and approved.
- On July 31, 2008, your Honorable Board approved a resolution which authorized an amendment to Contract IT-889 with Bowne by extending the term eighteen months to a new termination date of December 31, 2009 and increased the amount by \$30,000 to a new total not to exceed contract amount of \$98,000. The first amendment to the agreement authorized in this resolution was subsequently executed and approved.
- On January 21, 2010, your Honorable Board approved a resolution which authorized an amendment to Contract IT-889 with Bowne by extending the term twelve months to a new termination date of December 31, 2010 and increased the amount by \$20,000 to a new total not to exceed contract amount of \$118,000. The second amendment to the agreement authorized in this resolution was subsequently executed and approved. At that time it was thought that there would not be a need for future amendments to the contract.
- Bowne Management Systems continues to provide support to the County's main web mapping application (*Mapping Westchester County*) which is used by County and local governments and increasingly by the local business community. Most recently GIS staff has been asked to expand functions in this online mapping application to support the County's responsibility in identifying affordable housing units (as part of the affordable housing lawsuit/settlement). Working with Planning Department staff, the additional funding will be used to build online user interfaces which will provide access to information on designated affordable housing units throughout the county. New mapping services to make available updated digital tax parcels (acquired from local governments) will also be created through this additional scope of work.

- The proposed amendment and scope of services in the attached resolution remain consistent with the County's Performance-Based Management (PBM) requirements as outlined in the January 21, 2010 resolution. While it was anticipated that the January 21, 2010 amendment would be the last one to Contract IT-889, the current need for the County to expand online mapping functions as part of the housing lawsuit settlement was unanticipated and requires additional services from Bowne. Amending and extending Contract IT-889 with Bowne is cost effective due to Bowne's extensive knowledge and experience in assisting the County with the primary web mapping application *Mapping Westchester County* as well as avoiding internal administrative costs associated with a more formal procurement. Consulting services from Bowne will be tracked and monitored by DoIT staff in conjunction with the associated department to be sure the services are effective.
- Therefore, we now come before your Honorable Board requesting approval to amend Contract IT-889 with Bowne by extending the term of the agreement one year until December 31, 2011 and increasing the amount by \$30,000 to a new total amount not to exceed \$148,000, with all other terms and conditions to remain the same.

ACTION REQUESTED:

- Authorization to amend Contract IT-889 with Bowne Management Systems, Inc., having a place of business located at 235 East Jericho Turnpike, Mineola, New York, 11280, for the provision of professional consulting services, by extending the term one year to a new termination date of December 31, 2011 and increasing the amount by \$30,000, payable monthly according to an approved schedule, to a new total not to exceed contract amount of \$148,000, with all other terms and conditions of the agreement to remain the same.

Accordingly, the attached resolution is submitted for your consideration.

MCB:STW:tad

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACTING - JOMARY VIEIRA, SECRETARY

# 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 amend Contract IT-889 with Bowne Management Systems, Inc., having a place of business located at 235 East Jericho Turnpike, Mineola, New York 11280, for the provision of professional consulting services, by extending the term one year to a new termination date of December 31, 2011 and increasing the amount by \$30,000, payable monthly according to an approved schedule, to a new total not to exceed contract amount of \$148,000; and be it further

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

**RESOLVED**, that all other terms and conditions of the agreement shall remain the same; 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.

Original Agreement:	\$ 68,000.00
First Amendment:	\$ 30,000.00
Second Amendment	\$ 20,000.00
<b>This Amendment:</b>	<b>\$ 30,000.00</b>
<b>Total:</b>	<b>\$148,000.00</b>

Account to be Charged/Credited:  
Contract No. **IT-889**

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2010	316	16	BIT0901S	6120		\$30,000.00

Budget Funding Year(s): 2010      Start Date: January 1, 2011      End Date: December 31, 2011  
(must match resolution)

Funding Source	Tax Dollars	<u>\$30,000.00</u>
	State Aid	_____
<u>\$30,000.00</u>	Federal Aid	_____
(must match resolution)	Other	_____