

16188

DATE: December 14, 2010

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Cheryl Archbald, M.D., M.P.H.
Acting Commissioner of Health

RE: Authority to enter into an agreement with Currier, McCabe & Associates, Inc., dba CMA Consulting, pursuant to which Currier, McCabe & Associates, Inc., a New York State Department of Health ("NYSDOH") approved contractor, will provide NYSDOH sponsored end user training sessions for the new NYSDOH early intervention program data management system ("NYEIS"), for the period January 1, 2011 through September 30, 2011, for a total amount not-to-exceed \$68,380, payable according to a fixed amount per completed session pursuant to an approved budget.

Authority is hereby requested for the County of Westchester (the "County"), acting by and through its Department of Health ("WCDH"), to enter into an agreement with Currier, McCabe & Associates, Inc., dba CMA Consulting ("CMA"), pursuant to which CMA will provide New York State Department of Health ("NYSDOH") sponsored end user training sessions for the new NYSDOH early intervention program data management system ("NYEIS"), for the period January 1, 2011 through September 30, 2011, for a total amount not to exceed \$68,380, payable according to a fixed amount per completed session pursuant to an approved budget. The WCDH received Early Intervention ("EI") ARRA funding from NYSDOH to specifically contract with CMA to train municipal staff and contracted Early Intervention ("EI") providers on NYEIS. Counties are mandated to use NYEIS for entering child service information, and claiming for third party insurance and state aid reimbursement. WCDH-contracted EI providers will also be required to use NYEIS to obtain service authorizations and enter their billing for EI services.

CMA, under contract with NYSDOH, was awarded the systems integration contract for NYEIS after a competitive procurement process. CMA is responsible for designing, developing and implementing NYEIS and, as the principal contractor, CMA was also responsible for developing the NYEIS training curricula in conjunction with NYSDOH. CMA is the only vendor that has detailed knowledge of the functions and processing of NYEIS and the only vendor allowed by NYSDOH to deliver training to the counties and EI providers on the NYEIS system. CMA is the only vendor uniquely qualified who can provide detailed, consistent training on NYEIS within the time guidelines required by NYSDOH.

Therefore, this proposed agreement is exempt from the Westchester County Procurement Policy under Section 9 - sole source procurement.

The proposed agreement is to be funded by EI ARRA funds received through NYSDOH.

The goals and objectives of the proposed agreement are to enable WCDH staff and contracted EI providers to be trained and use the new NYEIS data management system. NYEIS will allow the WCDH to more efficiently manage the Early Intervention Program including the ability to track state mandated timelines to serve eligible children in a timely manner, increase our ability to pre-audit bills to identify any billing errors, and provide enhanced management reporting capabilities that will allow us to more easily identify areas for improvement.

On an annual basis, approximately 10,000 children are served by the Early Intervention program.

The goals and objectives of the proposed agreement will be tracked and monitored by WCDH through contract deliverables through analysis of activity reports submitted by CMA.

Accordingly, approval of the attached resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 1-28-2011 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from the Acting Commissioner of Health, be it hereby

RESOLVED, that the County of Westchester, acting by and through its Department of Health ("WCDH"), is hereby authorized to enter into an agreement with Currier, McCabe & Associates, Inc., dba CMA Consulting, pursuant to which Currier, McCabe & Associates, Inc. will provide New York State Department of Health ("NYSDOH") sponsored end user training sessions for the new NYSDOH early intervention program data management system ("NYEIS") to WCDH municipal staff and contracted Early Intervention ("EI") providers, for the period January 1, 2011 through September 30, 2011, for a total amount not to exceed \$68,380, payable according to a fixed amount per completed session pursuant to an approved budget; and, be it further

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

RESOLVED, that 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 be and hereby is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to accomplish the purposes of this resolution.

Department of Health
 County of Westchester
 145 Huguenot Street, 8th Floor
 New Rochelle, New York 10801
 December 14, 2010

Agreement #

Account to be Charged/Credited	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub-Object	Trust Account	Dollars
	263	27				

Budget Funding Year(s) (must match resolution) 2011 Start Date 01/01/2011 End Date 09/30/2011

Funding Source	Tax Dollars	_____
	State Aid	_____
\$68,380	Federal Aid	\$68,380
(must match resolution)	Other	_____