

**17837**

DATE: March 16, 2011

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer                      Rocco Pozzi, Commissioner of Probation

RE: AUTHORIZATION TO AMEND CONTRACT IT-1173 WITH COLUMBIA IS CONSULTING GROUP INC. BY INCREASING THE AMOUNT FOR PROFESSIONAL CONSULTING SERVICES BY \$14,560 TO A NEW TOTAL NOT TO EXCEED CONTRACT AMOUNT OF \$168,560

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**BACKGROUND:**

- On July 22, 2010, your Honorable Board approved a resolution which authorized entering into an agreement (IT-1173) with Columbia IS Consulting Group Inc. ("Columbia"), for the provision of professional consulting services for a term commencing on July 19, 2010 and terminating on March 31, 2011 for a total not to exceed contract amount of \$104,000. Contract IT-1173 authorized in this resolution was subsequently executed and approved.
- On December 16, 2010, your Honorable Board approved a resolution which authorized amending the agreement (IT-1173) with Columbia IS Consulting Group Inc. ("Columbia"), to increase the amount of professional consulting services by \$50,000 for a total not to exceed contract amount of \$154,000. The First Amendment to Contract IT-1173 authorized in that resolution was subsequently executed and approved.
- We now come before your Honorable Board requesting approval to amend Contract IT-1173 with Columbia to cover the costs of consulting services for the Juvenile Case Management System for the Department of Probation.
- Consulting services for programming on the Juvenile Case Management System utilized by the Department of Probation increases the efficiency of Probation Officers supervising juveniles at risk within the community and the management of custody and adoption investigations.
- The public purpose of these services is that the systems being worked on contribute to both the productivity of County staff as well as promote public safety. The Juvenile Case Management System allows Probation Officers to better manage and address the risks juveniles present, both to their own safety and to that of the community where they reside. It also allows Probation Officers to better track and more efficiently prepare custody and adoption cases.
- The goal and objective for the contracting service is to assist in the timely and efficient support and development of the Juvenile Case Management. DoIT Team Leaders continually monitor the work performed by the consultant.

This resolution impacts the County's fiscal responsibility since the consultant will be working on systems that promote efficiencies and cost savings. The Juvenile Case Management System assists Probation Officers in tracking and managing juvenile cases in order to divert these cases from court which results in a cost avoidance dollar savings.

ACTION REQUESTED:

Authorization to amend Contract IT-1173 with Columbia IS Consulting Group Inc., having a place of business located at 400 Main Street, 5<sup>th</sup> Floor, Stamford, Connecticut 06901, for the provision of professional consulting services, by increasing the amount by \$14,560, payable monthly at the rate of \$80 per hour for development services of the Juvenile Case Management System for the Department of Probation, subject to County appropriations, to a new total not to exceed contract amount of \$168,560, with all other terms and conditions of the original agreement to remain the same.

Accordingly, the attached resolution is submitted for your consideration.

MCB:tad

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 4-21-2011  
CLERK OF SUPERIOR COURT

# RESOLUTION

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

**RESOLVED**, that the County of Westchester is hereby authorized to amend Contract IT-1173 with Columbia IS Consulting Group Inc., having a place of business located at 400 Main Street, 5<sup>th</sup> Floor, Stamford, Connecticut 06901, for the provision of professional consulting services, by increasing the amount by \$14,560, payable monthly at the rate of \$80 per hour for development services of the Juvenile Case Management System for the Department of Probation, for a new total not to exceed contract amount of \$168,560; 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 all other terms and conditions of the original 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: \$104,000.00  
 First Amendment: \$ 50,000.00  
**This Amendment: \$ 14,560.00**  
 Total: \$168,560.00

Account to be Charged/Credited  
 Contract Number: IT-1173

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2011	101	16	6410	4070		\$14,560.00

Budget Funding Year(s): 2011 Start Date: July 19, 2010 End Date: March 31, 2011  
 (must match resolution)

Funding Source Tax Dollars: \$14,560.00  
 State Aid: \_\_\_\_\_  
\$14,560.00 Federal Aid: \_\_\_\_\_  
 (must match resolution) Other: \_\_\_\_\_