

19166

DATE: May 12, 2011

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer
Department of Information Technology

RE: AUTHORIZATION TO ENTER INTO AN AGREEMENT (IT-1195) WITH GARTNER, INC. FOR THE PROVISION OF PROFESSIONAL CONSULTING SERVICES FOR A ONE YEAR PERIOD COMMENCING ON MAY 1, 2011 AND TERMINATING ON APRIL 30, 2012 FOR A TOTAL NOT TO EXCEED CONTRACT AMOUNT OF \$81,010

BACKGROUND:

- In an effort to improve the ability to apply information technology to increase the effectiveness and efficiency of essential core mission services, the Department of Information Technology (DoIT) researched available resources for an independent objective advisor for Information Technology (IT) decision making and planning.
- DoIT determined that Gartner, Inc. ("Gartner") offered the best solution to their needs. Gartner will advise DoIT decision makers and provide the ability to lower the cost of their procurements, choose products that are a best fit for their requirements, negotiate more favorable terms, avoid undue technical support costs and reduce the risks associated with making IT decisions.
- Gartner is now listed on the New York State Contract, Number: PS57647, Group: 73001, Award: NEG-4437 for IT professional advisory services.
- Advisory Services offered by Gartner cover the full range of IT products and services from applying technology, to following major trends and directions in IT, to managing and measuring your IT infrastructure. Guidance related to appropriate technology planning, selection and procurement is also provided.
- Gartner will offer DoIT a variety of research and advisory service products under NYS Contract PS57647 including, but not limited to the following:
 1. Original research delivered over the Internet (gartner.com) on a subscription basis
 2. Telephone consultations to assist subscribers to apply the research content to their needs
 3. Telephone analyst briefings to provide ongoing technology education decision support models
 4. Quantitative comparative assessments (benchmarks) to understand costs, identify areas of industry leadership and others for continuous improvement
 5. Conferences and symposia to provide peer networking and educational opportunities
 6. Custom focused research, analysis, or advice that extends or further applies our intelligence or transfer knowledge on industry leading IT management practices to Westchester County on topics that are featured in Gartner research.

- Gartner's services will be used to negotiate most favorable pricing and terms through insight about vendor pricing and marketing strategies to help get the most favorable pricing and terms and equitable contracts. Gartner's services will help to lower overall total cost of information technology ownership and achieve more reliable, available, and recoverable information technology systems as IT is now embedded in the delivery of most if not all essential government services. Finally, Garner's services will help reduce and manage the risk of technology selection and applications, and increase effectiveness and productivity of senior staff through executive education, learning from peers, and analyst coaching.
- The goals and objectives of the requested consulting services in the attached resolution are to bring qualified consultants into DoIT who have experience in the necessary technology and are capable of rapidly administering and updating the necessary hardware and software systems. This gives us the flexibility to utilize various consultants with superior levels of skill in highly specific areas, each of whom may be needed for only a limited period of time. Consultant services are continually monitored by DoIT staff in conjunction with the associated department to be sure the service provided is effective.
- This procurement meets the requirements of the Westchester County Procurement Policy as services obtained utilizing a New York State Agreement, pursuant to Section 3(a)xi.

ACTION REQUESTED:

- Authorization to enter into a new agreement with Gartner, Inc., having an office located at 56 Top Gallant Road, PO Box 10212, Stamford, Connecticut 06904, for a variety of research and advisory service products for information technology professionals, for a total amount of \$81,010, payable utilizing the terms and conditions of New York State Contract Number PS57647, for a term commencing on May 1, 2011 and terminating on April 30, 2012.

A resolution authorizing the execution of the above actions is submitted herewith for your consideration.

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 an agreement (IT-1195) with Gartner, Inc., having a place of business located at 56 Top Gallant Road, PO Box 10212, Stamford, Connecticut 06904, for a variety of research and advisory service products for information technology professionals, effective May 1, 2011, for a total not to exceed amount of \$81,010, payable in advance, pursuant to the terms of New York State Office of General Services Contract Number PS 57647; and be it further

RESOLVED: that 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 and empowered to execute any and all documents necessary and appropriate to effectuate the purpose hereof.

Account to be Charged/Credited:

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2011	101	16	6000	4420		\$ 81,010

Budget Funding Year(s): 2011 Start Date: May 1, 2011 End Date: April 30, 2012

Funding Source Tax Dollars: \$81,010

State Aid _____

\$81,010 Federal Aid _____

(must match resolution)

Other: _____