

23856

DATE: December 16, 2011

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer

RE: AUTHORIZATION TO ENTER INTO AN AGREEMENT (IT-1221) WITH BOWNE MANAGEMENT SYSTEMS, INC. FOR THE PROVISION OF PROFESSIONAL CONSULTING SERVICES FOR A ONE YEAR PERIOD COMMENCING JANUARY 1, 2012 AND TERMINATING DECEMBER 31, 2012 FOR A NOT TO EXCEED AMOUNT OF \$25,000

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BACKGROUND:

- The Department of Information Technology (DoIT) is charged with both developing and supporting web-based Geographic Information Systems (GIS) applications throughout county government. Current applications include Intranet-only (Emergency Operations Center, Departments of Transportation, Environmental Facilities and Public Safety) and ones designed for more widespread public access such as Mapping Westchester County.
- Bowne Management Systems, Inc. ("Bowne") has provided prior GIS web work for the County, and is a recognized and valued business partner of Environmental Systems Research Institute (ESRI) – the County's GIS software vendor, therefore we now come before your Honorable Board requesting approval to enter into an agreement with Bowne for the provision of professional GIS consulting services, for a one year period commencing January 1, 2012 for a total amount not to exceed \$25,000.
- The agreement will provide support and maintenance through on-site and telephone technical assistance, upgrades and bug fixes to software products (i.e., Oracle, ESRI) and other routine upgrades which optimize the efficiency of the system. It is cost effective due to Bowne's extensive knowledge and experience in assisting the County with the primary web mapping application *Mapping Westchester County*. Support and maintenance services from Bowne will be tracked and monitored by DoIT staff.
- The proposed agreement is consistent with the County's Performance-based Management (PBM) requirements. Both the *Mapping Westchester County* and *Home Seeker* applications support the fiscal responsibility measure by promoting shared services by DoIT in the areas of providing online access to geospatial datasets, affordable housing opportunities, access to municipal level tax parcel viewers, and online mapping applications for weather-related emergency events. Leveraging the County's existing web mapping infrastructure saves taxpayers money at the local municipal level in the areas of staffing and system procurement and support. *Mapping Westchester County* supports the health and environment measure by directly contributing to the efficient and timely delivery of geospatial information.

- It remains critical to continue support and maintenance services of the *Mapping Westchester County and Home Seeker* applications provided by Bowne in order to maintain the integrity of the application and the online mapping system.
- By separate resolution of even date herewith, exemption from the Westchester County Procurement Policy and Procedures pursuant to Section 3 (a) xxi has been sought from your Honorable Board.

ACTION REQUESTED:

- Authorization to enter into an agreement (IT-1221) 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 support and maintenance consulting services, for a one year period commencing on January 1, 2012 for a total amount not to exceed \$25,000, payable monthly according to an approved schedule.

Accordingly, the attached resolution is submitted for your consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT MANAGEMENT - 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 enter into an agreement (IT-1221) 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, for a term of one year beginning January 1, 2012 and for an amount not to exceed \$25,000, payable monthly according to an approved schedule; and be it further

RESOLVED, 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 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:      \$ 25,000  
Total:                              \$ 25,000

Contract No. **IT-1221**  
Account to be Charged/Credited:

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2012	101	16	6480	4070		\$ 25,000

Budget Funding Year(s): 2012  
(must match resolution)

Start Date: January 1, 2012

End Date: December 31, 2012

Funding Source                      Tax Dollars: \$ 25,000  
State Aid \_\_\_\_\_  
Federal Aid \_\_\_\_\_  
\$25,000                                  Other: \_\_\_\_\_  
(must match resolution)