

#25984

DATE: March 29, 2012

TO: Board of Acquisition and Contract

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

RE: AUTHORIZATION TO ENTER INTO AN AGREEMENT (IT-1235) WITH SOFTWARE GUIDANCE AND ASSISTANCE, INC. FOR MULTIPLE INFORMATION TECHNOLOGY PROFESSIONAL CONSULTING SERVICES FOR A TERM COMMENCING APRIL 1, 2012 AND TERMINATING MARCH 31, 2014, FOR A TOTAL AMOUNT NOT TO EXCEED \$1,072,687

BACKGROUND:

- On February 22, 2012, the County issued a request for proposals ("RFP") seeking proposals from qualified individuals and companies to provide each of one hundred and twenty-two (122) different information technology professional consultant services.
- In response to the RFP, the County received twenty-four (24) proposals to provide service number 9, entitled "Java JSSP J2EE - WorkFlow." After a review and evaluation of those proposals, the proposal from Software Guidance and Assistance, Inc. was selected.
- In response to the RFP, the County received twenty-seven (27) proposals to provide service number 19, entitled "ASP. Net/C#." After a review and evaluation of those proposals, the proposal from Software Guidance and Assistance, Inc. was selected.
- In response to the RFP, the County received twenty-six (26) proposals to provide service number 111, entitled "Project Management." After a review and evaluation of those proposals, the proposal from Software Guidance and Assistance, Inc. was selected based upon the criteria specified in the RFP.
- We now come before your Honorable Board requesting authorization to enter into an agreement (IT-1235) with Software Guidance and Assistance, Inc. ("SGA") for a term commencing April 1, 2012 and terminating March 31, 2014, for a total amount not to exceed \$1,072,687, payable monthly at hourly rates not to exceed those specified below, for the provision of the following information technology professional consulting services: Java JSSP J2EE – Workflow for the Office of the County Clerk’s Land, Legal and UCC filing applications; ASP. Net/C# for the Departments of Health and Community Mental Health and the District Attorney’s Office; and Project Management Services to implement the Visual HealthNet software upgrade for the Department of Health.

	SERVICE	1 YEAR EXPERIENCE RATE	3 YEAR EXPERIENCE RATE	5 YEAR EXPERIENCE RATE	1 YEAR EXPERIENCE RATE with certification	3 YEAR EXPERIENCE RATE with certification	5 YEAR EXPERIENCE RATE with certification
9	Java JSSP J2EE- Workflow	\$ 45.00	\$ 65.00	\$ 85.00	\$ 45.00	\$ 65.00	\$ 85.00
19	ASP. Net/C#	\$ 45.00	\$ 65.00	\$ 85.00	\$ 45.00	\$ 65.00	\$ 85.00
111	Project Management	\$ 45.00	\$ 65.00	\$ 85.00	\$ 45.00	\$ 65.00	\$ 85.00

- The proposed agreement will serve a public purpose by providing the County with the information technology professional consultant services needed for numerous current County projects, as well as future projects that are begun during the term of the agreement. Current County projects for which SGA will provide services include, but are not limited to, the following:
 1. An SGA consultant will provide programming, development and support for the County Clerk's Land and Legal applications. Specific support and development will also be provided for the electronic UCC (Uniform Commercial Code) form filing application which is used by external filers to pay for and submit UCC documents to the County Clerk's Office.
 2. SGA consultants will work on applications for the Departments of Health and Community Mental Health and the District Attorney's Office including the First Responders Application, Ryan White Application, HUD Vouchering Project, District Attorney's Case Management System and DCMH data migration projects.
 3. An SGA consultant will provide project management services to implement the Visual HealthNet software upgrade for the Department of Health. The updated software will support all facets of WCDH patient care, billing and epidemiological case management activities, and provide robust reporting capabilities necessary for both individual patient care needs as well as mandated public health reporting.
- The goal and objective of the proposed agreement is to make available to the County qualified individuals to provide the aforementioned services for the aforementioned County projects, as well as to provide those services, as necessary, for any future projects that are begun during the term of the agreement.
- The goal and objective of the proposed agreement is in the best interests of the County in terms of fiscal responsibility, as the County will receive the necessary services at a reasonable cost based on the competitive RFP process. For some projects, the services to be provided by SGA will also save money by implementing or expanding electronic systems that are cheaper to operate than the existing systems.
- The goal and objective of the proposed agreement is also in the best interests of the County in terms of public safety, as a number of the projects for which SGA will provide services (as described above) directly impact public safety.
- The goal and objective of the proposed agreement will be continually tracked and monitored by staff from the Department of Information Technology in order to ensure that the services are being provided.

ACTION REQUESTED:

Authorization to enter into an agreement (IT-1235) with Software Guidance and Assistance, Inc., having a place of business located at 280 North Central Avenue, Suite 450, Hartsdale, New York 10530, for a term commencing April 1, 2012 and terminating March 31, 2014, for a total amount not to exceed \$1,072,687, payable monthly at hourly rates not to exceed those specified below, for the provision of the following information technology professional consulting services: Java JSSP J2EE – Workflow for the Office of the County Clerk's Land, Legal and UCC filing applications; ASP. Net/C# for the Departments of Health and Community Mental Health and the District Attorney's Office; and Project Management Services to implement the Visual HealthNet software upgrade for the Department of Health.

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Accordingly, the attached resolution is submitted for your consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/19/2012 - JOMARY VIERA, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement (IT-1235) with Software Guidance and Assistance, Inc., having a place of business located at 280 North Central Avenue, Suite 450, Hartsdale, New York 10530, for a term commencing April 1, 2012 and terminating March 31, 2014, for a total amount not to exceed \$1,072,687, payable monthly at hourly rates not to exceed those specified below, for the provision of the following information technology professional consulting services: Java JSSP J2EE – Workflow for the Office of the County Clerk's Land, Legal and UCC filing applications; ASP. Net/C# for the Departments of Health and Community Mental Health and the District Attorney's Office; and Project Management Services to implement the Visual HealthNet software upgrade for the Department of Health.

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111	Project Management	\$ 45.00	\$ 65.00	\$ 85.00	\$ 45.00	\$ 65.00	\$ 85.00

; 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 is hereby authorized to execute and deliver any and all documents and to take all action necessary and appropriate to effectuate the purposes of this Resolution.

Account to be Charged/Credited:
 Agreement Number: IT-1235

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2012	316	16	BIT4A-03S	6120		\$ 29,000
2012	101	16	6000	4420		\$ 268,675
2013	101	16	6000	4420		\$ 398,034
2014	101	16	6000	4420		\$ 98,658
2012	101	37	0010	4420		\$ 104,720
2013	101	37	0010	4420		\$ 139,440
2014	101	37	0010	4420		\$ 34,160

Budget Funding Year(s): 2012, 2013 & 2014 Start Date: April 1, 2012 End Date: March 31, 2014
 (must match resolution)

Funding Source Tax Dollars: \$1,043,687
 State Aid: _____
 Federal Aid _____
\$1,072,687 Other: Capital \$29,000
 (must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/19/2012 JOMY WIEIRA, SECRETARY

ALPHABETICAL LIST OF RESPONSIVE RESPONDENTS

Service Number 9

Java JSSP J2EE- Workflow

1. Advantage Technical Resourcing
2. ATRIA Consulting
3. ClarusTec
4. Cyret Technologies
5. Data Industries, LTD.
6. Doon Technologies, Inc.
7. Enterprise Strategies
8. ExplInfo Inc.
9. Genesys Consulting Services, Inc.
10. Infojini, Inc.
11. Innosoul, Inc.
12. Kaizen Technologies, Inc.
13. Neotecra, Inc.
14. Nutech Information Systems
15. PSI International, Inc.
16. RK Software, Inc.
17. SAM Consulting Services, Inc.
18. SOFT, Inc.
19. Software Guidance & Assistance
20. Sunrise Systems, Inc.
21. Tail Wind Associates
22. Technical Operations, Inc.
23. Technology Resource Services, Inc
24. Viva USA, Inc.

APPROVED FOR PUBLICATION & CONTRACT - 04/19/2012 - JOMARY VIEIRA, SECRETARY

Service Number 19

ASP. Net/C#

1. 22nd Century Technologies, Inc.
2. Advantage Technical Resourcing
3. ATRIA Consulting
4. Bowne Management Systems, Inc.
5. ClarusTec
6. Computer SI
7. Cyret Technologies
8. Data Industries, LTD.
9. Doon Technologies, Inc.
10. Enterprise Strategies
11. ExplInfo Inc.
12. Genesys Consulting Services, Inc.
13. Infojini, Inc.
14. Innosoul, Inc.
15. Kaizen Technologies, Inc.
16. Neotecra, Inc.
17. Nutech Information Systems
18. PSI International, Inc.
19. SAM Consulting Services, Inc.
20. SANBORN
21. SOFT, Inc.
22. Software Guidance & Assistance, Inc.
23. Sunrise Systems, Inc.
24. Tail Wind Associates
25. Technical Operations, Inc.
26. Technology Resource Services, Inc. (TRS)
27. Viva USA, Inc.

APPROVED FOR ACQUISITION & CONTRACT - 04/19/2012 - JOMARY VIEIRA, SECRETARY

Service Number 111
Project Management

1. 22nd Century Technologies, Inc.
2. Advantage Technical Resourcing
3. ATRIA Consulting
4. Bowne Management Systems, Inc.
5. Computer SI
6. Cyret Technologies
7. Data Industries, LTD
8. Doon Technologies, Inc.
9. Enterprise Strategies
10. ExplInfo Inc.
11. Genesys Consulting Services, Inc.
12. Infojini, Inc.
13. Innosoul, Inc.
14. Kaizen Technologies, Inc.
15. Nutech Information Systems
16. PSI International, Inc.
17. RK Software, Inc.
18. SAM Consulting Services, Inc.
19. SANBORN
20. Software Guidance & Assistance, Inc.
21. Sunrise Systems, Inc.
22. Tail Wind Associates
23. Technical Operations, Inc.
24. Technology Resource Services, Inc. (TRS)
25. TMH Information Systems Consultation
26. Viva USA, Inc.

APPROVED BY BOARD OF COMPETITION & CONTRACT - 04/19/2012 - JOMARY VIEIRA, SECRETARY