

32188

DATE: February 11, 2013

TO: Board of Acquisition and Contract

FROM: John B. McCaffrey, Chief Information Officer

RE: AUTHORIZATION TO AMEND AN AGREEMENT (IT-1233) WITH ATRIA CONSULTING, LLC, BY INCREASING THE NOT-TO-EXCEED AMOUNT OF THE AGREEMENT BY \$372,500.00, TO A NEW TOTAL NOT-TO-EXCEED AMOUNT OF \$2,681,702.00, FOR ADDITIONAL SERVICES, AND ADDING THE ADDITIONAL SERVICES TO THE SCOPE OF SERVICES.

BACKGROUND:

- By a resolution approved on April 19, 2012 (the "April 19th Resolution"), your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement (IT-1233) with Atria Consulting, LLC ("Atria"), pursuant to which Atria was to provide, on an as-needed basis, four (4) categories of information technology professional consulting services, as follows: Visual Basic.VB.Net; Java/JSP/J2EE for Criminal Justice Team and related County projects; Trunked Radio Technical Specialist; Local Area Network Administration for DSS Systems provided by NYS. IT-1233 was to be for a term commencing April 1, 2012 and terminating March 31, 2014, for a total amount not to exceed \$2,309,202.00, payable monthly at various, specified hourly rates. IT-1233 was subsequently executed.
- The Department of Information Technology (the "Department") now requires additional Visual Basic.VB.Net services from Atria for additional projects, beyond those currently monetarily provided for in IT-1233. These additional projects include, but are not necessarily limited to, development of software systems that will:
 - 1.) allow vendors to upload, and allow departments to monitor, line-item budgets for contracts, through an online system;
 - 2.) allow vendors to use an online system to upload invoices that will, upon receipt of all necessary approvals, generate payment transactions; and
 - 3.) allow departments to use an online system to monitor performance measures for each contract, based on vendor reporting through that online system.
- Accordingly, the Department now comes before your Honorable Board requesting authority to amend IT-1233 in order to, 1) increase the amount not-to-exceed authorized under IT-1233 by \$372,500, from an amount not-to-exceed \$2,309,202.00 to a new amount not-to-exceed \$2,681,702.00, to pay for the additional Visual Basic.VB.Net services to be provided by Atria, and 2) modify the scope of services of IT-1233 to add these specific, additional Visual Basic.VB.Net services to IT-1233's non-exclusive list of

existing Visual Basic.VB.Net services. For these additional services, Atria will be paid at various hourly rates not-to-exceed those approved by your Honorable Board in the April 19th Resolution.

- Except as specifically amended hereby, all terms and conditions of IT-1233 will remain the same and in full force and effect.
- The proposed amendment will serve a public purpose by providing the County with information technology professional consultant services needed for current County projects.
- The goal and objective of the proposed amendment is to make available to the County a qualified vendor to provide information technology professional consultant services for current County projects.
- The goal and objective of the proposed amendment is in the best interest of the County in terms of fiscal responsibility, as the County will receive the necessary services at a reasonable cost based on the County's use of a competitive RFP process to procure the services.
- The goal and objective of each of the proposed amendment will be continually tracked and monitored by staff from the Department in order to ensure that the services are being provided.

ACTION REQUESTED:

- Authorization to amend an agreement (IT-1233) with Atria Consulting, LLC, having a place of business located at 132 West 36th Street, New York, New York 10018, in order to, 1) increase the amount not-to-exceed authorized under IT-1233 by \$372,500.00, to a new total not-to-exceed amount of \$2,681,702.00, for additional services, and 2) modify the scope of services to add the additional services; with all other terms and conditions of IT-1233 remaining the same.

A resolution is submitted herewith for your consideration.

JBM/RJL/bdm/nn

