

44852

DATE: February 17, 2015

TO: Board of Acquisition and Contract

FROM: John B. McCaffrey
Chief Information Officer
Department of Information Technology

SUBJECT: Authority to enter into an agreement with ASC Staffing, LLC, pursuant to which it will provide certain information technology services, for a period of one (1) year, commencing upon execution, with the County having the sole option to extend the term of the agreement for up to two (2) additional one (1) year periods thereafter, for an amount not-to-exceed \$150,000.00, payable at specified not-to-exceed hourly rates (Agreement No. IT-1359).

Authority is requested for the County of Westchester, acting on behalf of the Westchester-Putnam Local Workforce Investment Board (the "WPLWIB"), (the "County") to enter into an agreement (the "Agreement") with ASC Staffing, LLC ("ASC"), pursuant to which ASC will provide certain information technology services for a project funded by the United States Department of Labor under its H1-B Ready to Work Partnership Grant Program and under the Workforce Investment Act of 1998, as amended, ("WIA") until the Workforce Innovation and Opportunity Act ("WIOA") supersedes WIA, and under WIOA thereafter, for a period of one (1) year, commencing upon execution, (the "Initial Term") with the County having the sole option to extend the term of the Agreement for up to two (2) additional one (1) year periods thereafter (each an "Option Term").

Under the Agreement, ASC will be paid an amount not-to-exceed \$150,000.00, which will be paid at hourly rates not-to-exceed the following:

Period	1-Year Experience Not-to-Exceed Rate	3-Year Experience Not-to-Exceed Rate	5-Year Experience Not-to-Exceed Rate
Initial Term:	N/A	\$86/hour	\$87/hour
1st Option Term:	N/A	\$88/hour	\$89/hour
2nd Option Term:	N/A	\$89/hour	\$90/hour

On January 28, 2015, the County issued a Request for Proposals ("RFP"), which solicited proposals from vendors to provide the aforementioned services. In response to the RFP, the Department of Information Technology (the "Department") received six (6) proposals. The Department reviewed these proposals and evaluated them based upon the evaluation criteria specified in the RFP. The result of this review and evaluation was that ASC's proposal received the highest score and was, accordingly, ranked first. The Department is satisfied that the hourly

prices for the proposed Agreement are reasonable. Based on its review of ASC's proposal and ASC's previous work for the County under separate agreements, the County is also satisfied that ASC is a responsible vendor for these services.

The proposed Agreement will serve a public purpose by providing the County with the information technology services it needs to upgrade the WPLWIB website in order to ensure that the website can best perform its role in facilitating the work funded by the aforementioned grant and non-grant sources.

The goal and objective of the proposed Agreement is to provide the County with the information technology services it needs to upgrade the WPLWIB website in order to ensure that the website can best perform its role in facilitating the work funded by the aforementioned grant and non-grant sources.

The goal and objective of the proposed Agreement is in the best interests of the County in terms of fiscal responsibility, as these services are aimed at improving the employment opportunities for local residents, which will, in turn, help make them economically independent and less likely to require public assistance.

The goals and objectives of the proposed agreement will be tracked and monitored by the staff of the Department.

I respectfully recommend the adoption of the attached Resolution.

JBM/RJL/bdm/nm

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/26/2013 - JOMAR VILERA, SECRETARY

RESOLUTION

Upon a communication from the Chief Information Officer, Department of Information Technology, be it hereby:

RESOLVED, that the County of Westchester , acting on behalf of the Westchester-Putnam Local Workforce Investment Board (the “WPLWIB”), (the “County”) is hereby authorized to enter into an agreement (the “Agreement”) with ASC Staffing, LLC (“ASC”), pursuant to which ASC will provide certain information technology services for a project funded by the United States Department of Labor under its H1-B Ready to Work Partnership Grant Program and under the Workforce Investment Act of 1998, as amended, (“WIA”) until the Workforce Innovation and Opportunity Act (“WIOA”) supersedes WIA, and under WIOA thereafter, for a period of one (1) year, commencing upon execution, (the “Initial Term”) with the County having the sole option to extend the term of the Agreement for up to two (2) additional one (1) year periods thereafter (each an “Option Term”); and be it further

RESOLVED, that under the Agreement, ASC will be paid an amount not-to-exceed \$150,000.00, and be paid at hourly rates not-to-exceed the following:

<u>Period</u>	<u>1-Year Experience Not-to-Exceed Rate</u>	<u>3-Year Experience Not-to-Exceed Rate</u>	<u>5-Year Experience Not-to-Exceed Rate</u>
Initial Term:	N/A	\$86/hour	\$87/hour
1st Option Term:	N/A	\$88/hour	\$89/hour
2nd Option Term:	N/A	\$89/hour	\$90/hour

; 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 any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be
Charged/Credited

(Agreement No. IT-1359)

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
275	22	403P	4531	T-403	\$150,000

Budget Funding Year(s): 2015 Start Date: Upon Execution End Date: 1 Year After Execution
(must match resolution)

Funding Source
\$150,000.00
(must match resolution)

Tax Dollars: _____
State Aid: _____
Federal Aid: \$150,000
Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACT 02/26/2015 - JOMARY VERA SECRETARY