



# Westchester Community College

State University of New York

60402

December 20, 2017

To: Board of Acquisition and Contract

From: Belinda S. Miles  
President

Re: Authority to amend an agreement with Hobsons, Inc. for the licensing of the Starfish Retention Solutions software, along with the purchase of ancillary services, for a three-year period commencing on or about September 30, 2016 for a total cost of \$174,900 in order to provide for additional services and to increase the not to exceed amount by \$4,500 for new not to exceed amount of \$179,400.

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On October 13, 2016, your Honorable Board authorized the County of Westchester, acting by and through Westchester Community College (the "College"), to enter into an agreement with Hobsons, Inc. (Hobsons) for the licensing of the Starfish Retention Solutions software, along with the purchase of ancillary services, for a three-year period commencing on or about September 30, 2016 for a total cost of \$174,900, pursuant to the State University of New York's agreement with Hobsons (the "SUNY Agreement") whereby Hobsons provides software and services to support the implementation of a student success and retention program. The agreement between the College and Hobsons was subsequently executed.

Authority hereby requested in order to amend the agreement with Hobsons in order to provide for additional services and to increase the not to exceed amount by \$4,500 for new not to exceed amount of \$179,400.

The public purpose of this agreement is to provide an effective way to track student performance and assist in student retention.

I believe that it is in the best interest of the College to enter into this agreement and I therefore recommend that you act favorably on the annexed proposed resolution.

Attached is an appropriate resolution.

BSM/jpi  
Attachment

**RESOLUTION**

Upon a communication from the President of Westchester Community College, be it hereby

**RESOLVED**, that the County of Westchester, acting by and through Westchester Community College, is hereby authorized to amend an agreement with Hobsons, Inc. for the licensing of the Starfish Retention Solutions software and ancillary services, for a three-year period commencing on or about September 30, 2016 for a total cost of \$174,900 in order to provide for additional services and to increase the not to exceed amount by \$4,500 for new not to exceed amount of \$179,400; and be it further

**RESOLVED**, that all other terms and conditions shall remain the same; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is authorized to execute all documents and take all actions necessary to effectuate the purposes thereof.

Original Agreement: \$174,900.00  
This Amendment: \$ 4,500.00  
**Total new NFE: \$179,400.00**

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	010	0305		4425		\$4,500.00

Budget Funding Year(s) Start Date: 9/30/16 End Date: 9/29/19  
 (must match resolution)

Funding Source: Tax Dollars \$1,080  
 State Aid \$1,215

Contractor Federal I.D. No./  
 Social Security No.:

\$4,500.00 Federal Aid \_\_\_\_\_  
 (must match resolution) Other \$2,205 (tuition)

Vendor No.:  
 Encumbrance No.: \_\_\_\_\_