



George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

78210

DATE: July 17, 2020

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire
Commissioner
Department of Social Services

Marguerite Beirne
Chief Information Officer
Department of Information Technology

SUBJECT: Authority to exercise the County's first option under its agreement with Eccovia, Inc., pursuant to which it was to provide software-as-a-service, and related professional implementation services, for the operation of the County's 'Homeless Management Information System', for the period from August 1, 2018 through July 31, 2020, with the County having the sole option to extend the term for up to three (3) additional one (1) year terms thereafter, on specified terms.

By a resolution approved on September 6, 2018, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with Eccovia, Inc. ("Eccovia"), pursuant to which Eccovia was to provide software-as-a-service, and related professional implementation services, for the operation of the County's 'Homeless Management Information System' (the "Services"), for an amount not-to-exceed \$198,297.08, payable pursuant to an approved budget, for the period from August 1, 2018 through July 31, 2020 (the "Initial Term"), with the County having the sole option to extend the term for up to three (3) additional one (1) year terms thereafter, on the same terms and conditions as the Initial Term, (each an "Option Term") except that Eccovia would provide the Services for an amount not-to-exceed \$104,527.60 for the first option term, for an amount not-to-exceed \$108,310.48 for the second option term, and for an amount not-to-exceed \$112,244.32 for the third option term (the "Agreement"). The Agreement was subsequently executed.

The County continues to require the Services. Therefore, the Department of Social

Services (“DSS”) reviewed and analyzed the cost in the Agreement for the first Option Term in order to ensure that it is reasonable. As part of that analysis, in order to get a sense of the pricing available in the marketplace, DSS inquired with both an identified alternative contractor and Eccovia as to how much each entity would charge for the services if DSS performed a new procurement. The alternative contractor quoted an amount that is approximately 146% more than the cost for the first option term under the Agreement. Eccovia quoted an amount that is approximately 9.5% more than the cost for the first option term under the Agreement. Therefore, DSS has found that the cost for the first Option Term is reasonable.

Accordingly, the County respectfully requests authority from your Honorable Board to exercise its first one-year option under the Agreement and amend the Agreement by, 1.) extending the term thereof by one (1) year, to a new termination date of July 31, 2021; 2.) increasing the not-to-exceed amount of the Agreement by \$104,527.60, to a new total not-to-exceed amount of \$302,824.68, to pay for the Services during the first Option Term; and 3.) reflecting the fact that the County will have two (2) remaining one (1) year options under the Agreement (the “First Amendment”).

Except as specifically described above, all terms and conditions of the Agreement shall remain in full force and effect.

The proposed First Amendment will serve a public purpose by continuing to provide the County with the Services, which will enable the County to comply with the requirement that it use a ‘Homeless Management Information System’ (“HMIS”).

The goal and objective of the proposed First Amendment is to continue to provide the County with the Services, which will enable the County to comply with the requirement that it use an HMIS.

The goal and objective of the proposed First Amendment is in the best interests of the County in terms of health and safety, as the County using an HMIS is anticipated to ultimately help ensure the health and safety of homeless persons within Westchester County.

The goal and objective of the proposed First Amendment will be tracked and monitored by the staff of DSS.

I respectfully recommend the adoption of the attached resolution.

KMM/CW/bdm/nn

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to exercise its first one-year option under its agreement with Eccovia, Inc. ("Eccovia"), pursuant to which Eccovia was to provide software-as-a-service, and related professional implementation services, for the operation of the County's 'Homeless Management Information System' (the "Services"), for an amount not-to-exceed \$198,297.08, payable pursuant to an approved budget, for the period from August 1, 2018 through July 31, 2020 (the "Initial Term"), with the County having the sole option to extend the term for up to three (3) additional one (1) year terms thereafter, on the same terms and conditions as the Initial Term, (each an "Option Term") except that Eccovia would provide the Services for an amount not-to-exceed \$104,527.60 for the first option term, for an amount not-to-exceed \$108,310.48 for the second option term, and for an amount not-to-exceed \$112,244.32 for the third option term, (the "Agreement") and amend the Agreement by, 1.) extending the term thereof by one (1) year, to a new termination date of July 31, 2021; 2.) increasing the not-to-exceed amount of the Agreement by \$104,527.60, to a new total not-to-exceed amount of \$302,824.68, to pay for the Services during the first Option Term; and 3.) reflecting the fact that the County will have two (2) remaining one (1) year options under the Agreement; and be it further

RESOLVED that except as specifically hereby authorized to be amended, all terms and conditions of the Agreement shall remain in full force and effect; 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

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	929V	4380	T929	\$104,527.60

Budget Funding Year(s): 19
(must match resolution)

Start Date: 08/01/20

End Date: 07/31/21

Funding Source
\$104,527.60
(must match resolution)

Tax Dollars: _____
State Aid: _____
Federal Aid: 100% _____
Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACTS - 08/06/2020 - LISA MARIJAN SECRETARY