



**Office of the District Attorney
County of Westchester**

MEMORANDUM

14950

October 28, 2010

TO: Board of Acquisition and Contract

FROM: Janet DiFiore
District Attorney

RE: Resolution authorizing the County of Westchester to enter into an agreement with Firefly Ltd. d/b/a Firefly Migration to provide consulting services in connection with the migration of its case management software system

The Westchester County District Attorney's Office (the "DA's Office") is responsible for the fair, effective and expeditious prosecution of all crimes and offenses committed in the County. To accomplish this, the District Attorney's Office is broken down into six divisions: Local Criminal Courts and Grand Jury Division; Superior Court Trial Division; Appeals and Special Litigation Division; Investigations Division; Special Prosecutions Division and Administrative Services Division. The office employs approximately 250 staff, half of whom are attorneys.

The DA's Office currently uses a case management software system that was developed in-house and is written in the Magic programming language. The DA's Office no longer has the skill set necessary to support this system and the decision was made to migrate the system from the Magic platform to the more popular and easy to support Microsoft.NET platform.

On October 1, 2010, the DA's Office issued a request for proposals ("RFP") from qualified firms for consulting services in connection with the migration of its case management system from the Magic platform to the Microsoft.NET platform. The DA's Office received 8 proposals. One proposal was deemed non-responsive as it did not provide all the services requested. Of the remaining seven proposals, the proposal submitted by Firefly Ltd. was determined to be the most advantageous, as it was not only the lowest cost, but it also best met the need of the DA's Office pursuant to the selection criteria contained in the RFP. Firefly's proprietary migration tool will make the migration process virtually transparent to users of the system.

Pursuant to the proposed agreement, the user interfaces and programs will look and function as they currently do. Control keys and functions will remain the same and all data will be converted to a server SQL database. Deliverables will include source code and appropriate system documentation (code structure, database schema, entity relationship diagrams, etc.). Firefly will be paid an amount not to exceed \$150,000 consisting of \$130,000 for the migration effort (payable pursuant to a series of 5 milestones) and \$20,000 for any necessary training at \$10,000 per week. The agreement will commence upon execution and have a term of 1 year.

The objective of the proposed agreement is to migrate the case management system to a dependable, supportable software platform. The public purpose is to assure that District Attorney Staff continues to be able to utilize this case management system, which is critical to the effective prosecution of the criminal cases they are charged with, as outlined in the Mission of the Office. Staff will monitor the progress that Firefly makes in completing the migration through frequent interaction with Firefly in order to ensure timely completion.

I recommend your favorable consideration of the annexed proposed Resolution.

JD/ rpc
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-18-2010 - JOHNNY WILKINS, CLERK

RESOLUTION

Upon a communication from Janet DiFiore, the District Attorney of Westchester County, be it hereby

RESOLVED, that the County of Westchester, acting by and through the Westchester County District Attorney's Office, is authorized to enter into an agreement with Firefly Ltd. d/b/a Firefly Migration to provide consulting services in connection with the migration of its case management software system; and be it further

RESOLVED, that pursuant to the proposed agreement, Firefly will be paid an amount not to exceed \$150,000 consisting of \$130,000 for the migration effort (payable pursuant to a series of 5 milestones) and \$20,000 for any necessary training at \$10,000 per week; and be it further

RESOLVED, that the agreement will commence upon execution and have a term of 1 year; 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 authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/credited

Fund	Agency	Capital Project Or Org	Object/ Sub Object	Trust Account	Activity	Dollars
264	37	8002	4420			NTE \$150,000

Budget Funding Year(s) 2010 Start Date Upon Execution End Date 1 Year Later

NTE \$150,000

Funding Source

Tax Dollars _____

State Aid _____

Federal Aid _____

Other : Not To Exceed \$150,000

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-18-2010 - JOMARY VIEIRA, SECRETARY