

15187

DATE: November 8, 2010

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Cheryl Archbald, M.D., M.P.H.
Acting Commissioner, Department of Health

Marguerite Beirne
Chief Information Officer
Department of Information Technology

RE: Authority to enter into an agreement with the Transfinder Corporation pursuant to which Transfinder Corporation will provide a Computer-Assisted Pupil Transportation Management, Routing and GIS Planning Software System to support the transportation of Children with Special Needs, for the period November 1, 2010 through December 31, 2015, for a total amount not-to-exceed \$50,000 for the initial year, payable pursuant to a series of milestones for the software package, with an annual maintenance and support fee not-to-exceed \$7,200, subject to County appropriations, for a total aggregate amount not to exceed \$78,800.

Authority is hereby requested for the County of Westchester (the “County”) to enter into an agreement with Transfinder Corporation, pursuant to which Transfinder Corporation will provide a Computer-Assisted Pupil Transportation Management, Routing and GIS Planning Software System to support the transportation of Children with Special Needs, for the period November 1, 2010 through December 31, 2015, for a total amount not-to-exceed \$50,000 for the initial year, payable pursuant to a series of milestones for the software package, with an annual maintenance and support fee not-to-exceed \$7,200, subject to County appropriations, for a total aggregate amount not to exceed \$78,800.

Pursuant to Section 6 of the Westchester County Procurement Policy, the County’s Department of Health (“WCDH”), in cooperation with the Department of Information Technology (“DoIT”), issued a Request for Quotes (“RFQ”) for qualified companies to provide a Computer-Assisted Pupil Transportation Management, Routing and GIS Planning Software System to support the

transportation of Children with Special Needs (birth to five years). The RFQ was posted on the Westchester County website.

Three quotes were received, as indicated in Attachment "A", and were evaluated by the WCDH and DoIT based on the respondent's project management experience and corporate financial stability, prior implementation of a system similar in size and scope to the County's requirements and capability of providing the technical and functional system requirements, as indicated in the RFQ. After reviewing all quotes against the RFQ criteria, Transfinder Corporation's quote was ranked first. Although Transfinder Corporation did not offer the lowest net cost, Transfinder Corporation was deemed to be responsive to all elements of the RFQ, offering the proposal that best meets the needs and requirements of this project and satisfies the interests and needs of the County. DoIT has installed and successfully tested the operation of the Transfinder client software in the County's Citrix environment.

The proposed agreement is to be funded by federal IDEA flow-through funds for Part B, Section 611 and 619, received through the New York State Education Department ("NYSED").

The goals and objectives of the proposed agreement are to enable the WCDH to more efficiently manage the many bus routes necessary to transport Special Needs Children between birth and five years of age to their daily programs, thereby reducing the cost of transportation services; facilitate the WCDH's ability to efficiently monitor bus driver and matron information by accepting and storing electronic files instead of paper submission; track contract compliance and violations and produce management reports to allow us to more easily identify areas for improvement.

The goals and objectives of the proposed agreement are in the best interests of the County, as they will promote the public health, safety and welfare of Westchester County's Children with Special Needs by efficiently transporting them to daily programs, which is mandated by Section 4410, Part 200 of the New York State Education Law, as amended and Article 25, Title IIA of the New York State Public Health Law. On an annual basis, approximately 1,200 children are transported to various Early Intervention and Related Services programs, which provide appropriate services to children from birth to five with developmental disabilities and/or delays, in accordance with their approved Individualized Education Plan ("IEP") or Individualized Family Service Plan ("IFSP").

The goals and objectives of the proposed agreement will be tracked and monitored by WCDH and DoIT review and monitoring of software installation and implementation, evaluation of testing phase, training for all users and project schedule updates.

This project has been reviewed by DoIT, which is in concurrence with this recommendation.

Accordingly, approval of the attached resolution is respectfully requested.

RESOLUTION

Upon a communication from the Acting Commissioner of Health and the Chief Information Officer, Department of Information Technology, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement with Transfinder Corporation, pursuant to which Transfinder Corporation will provide a Computer-Assisted Pupil Transportation Management, Routing and GIS Planning Software System to support the transportation of Children with Special Needs, for the period November 1, 2010 through December 31, 2015, for a total amount not-to-exceed \$50,000 for the initial year, payable pursuant to a series of milestones for the software package, with an annual maintenance and support fee not-to-exceed \$7,200, subject to County appropriations, for a total aggregate amount not to exceed \$78,800; 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 be and hereby is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to accomplish the purposes of this resolution.

APPROVED BOARD OF ACQUISITION & CONTRACTS - MARY VERA, SECRETARY

Agreement #

| Account to be Charged/Credited | Fund | Dept | Major Program, Program & Phase or Unit | Object/ Sub-Object | Trust Account | Dollars |
|--------------------------------|------|------|--|--------------------|---------------|-----------------|
| | 101 | 27 | 2700 | 4380 | | \$50,000 (2010) |
| | 101 | 27 | 2700 | 4380 | | \$ 7,200 (2011) |
| | 101 | 27 | 2700 | 4380 | | \$ 7,200 (2012) |
| | 101 | 27 | 2700 | 4380 | | \$ 7,200 (2013) |
| | 101 | 27 | 2700 | 4380 | | \$ 7,200 (2014) |

Budget Funding Year(s)

(must match resolution) 2010-2015 Start Date 11/01/10 End Date 12/31/15

Funding Source Tax Dollars _____

 State Aid _____

\$78,800 Federal Aid \$78,800

(must match resolution) Other _____

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Attachment "A"
RESPONDENT LIST

Request for Quotes:

Computer-Assisted Pupil Transportation Management, Routing and GIS Planning Software System for Children with Special Needs

A total of six reviewers including staff from DoIT, GIS, and WCDH were part of the review panel. The scores are as follows:

| <u>Name of Vendor</u> | <u>Score</u> | <u>Ranking</u> | <u>Proposal Cost</u> |
|-------------------------|--------------|-----------------|----------------------|
| Transfinder Corporation | 80.5 | 1 st | \$78,800 |
| U.S. Computing Inc. | 67.25 | 2 nd | \$52,000 |
| VMC Group | 53.4 | 3 rd | \$290,500 |

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-23-2010 - JOHANNY VIEIRA, SECRETARY