

18353

DATE: April 4, 2011

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer
Kevin M. McGuire, Commissioner, Department of Social Services

RE: AUTHORIZATION TO ENTER INTO AN AGREEMENT (IT-1188) WITH COLUMBIA IS CONSULTING GROUP INC. FOR PROFESSIONAL CONSULTING SERVICES COMMENCING ON APRIL 1, 2011 AND TERMINATING ON MARCH 31, 2012 FOR A TOTAL NOT TO EXCEED CONTRACT AMOUNT OF \$543,145

BACKGROUND:

- The Department of Information Technology (DoIT) continues to require consultants to augment its staff. For these services and others, on February 22, 2011, a Request for Proposals (RFP) for Information Technology Professional Consultant Services was issued by DoIT and posted on the County's web site. The RFP requested proposals from qualified individuals and companies to perform IT services in one hundred eleven different service areas and stipulated the intent of the RFP was to seek out and select individuals or companies who will provide the highest quality service at a reasonable per-hour rate. Additionally, the County expects that a number of individuals and/or companies will be selected to provide services based upon proven experience. The RFP contained 111 skill sets, each with a rate for three levels of experience.
- There were fifty-five respondents to the RFP, which were due on March 17, 2011. The responding vendors provided their hourly rates for the skill sets they had. For any particular skill set, starting with the three vendors with the lowest hourly costs, DoIT reviewed three resumes from each vendor to determine their qualifications and productivity to meet the County's needs. The vendor with the lowest hourly rate who provides the best qualified, most productive individual is selected -- thus providing the County with the lowest total cost for the required work.
- Columbia IS Consulting Group Inc. ("Columbia") was one of the respondents. Based on their response to the RFP as well as the interview process, we now come before your Honorable Board requesting approval to enter into an agreement (IT-1188) with Columbia for the provision of professional consulting services commencing on April 1, 2011 and terminating on March 31, 2012 for a total amount not to exceed \$543,145.
- Consultant services from Columbia are needed to work on several projects for the Departments of Health, Community Mental Health and Social Services including the First Responders Application, Ryan White Application, HUD Vouchering Project, DCMH data migration projects and REACH system. Additionally a Columbia consultant is needed to perform LAN administration for DSS systems provided by the New York State Offices of Child Support Enforcement (OCSE), Child and

Family Services (OCFS), and the Department of Labor (DOL). Finally a consultant from Columbia will work on the Juvenile Case Management System utilized by the Department of Probation.

- The contract requested in the attached resolution will have a public purpose because a Columbia consultant will work on projects which promote the public health, safety and general welfare of county residents. DSS projects have a public purpose because LAN (local area network) administration and maintenance of the NYS network presence in Westchester County is critical to DSS' daily use of automated systems required for the administration of a variety of public welfare financial aid programs, medical assistance determinations, child support enforcement activities, child protective reporting and adult protective services tracking. The REACH system for Social Services allows Temporary Assistance customers to complete and file their application electronically. This saves time and provides better access by providing a quick response to the applicants. REACH will provide easier access to many state benefits and services ensuring that low-income families receive the assistance they need. The Health Department projects promote both personal and environmental health through numerous preventive, educational and protective programs. A variety of automated systems for DCMH, included in the requested contract with Columbia, are provided to support the community of mental health professionals as they carry-out these public mental health responsibilities for the benefit of the public good. The Juvenile Case Management System utilized by the Department of Probation increases the efficiency of Probation Officers supervising juveniles at risk within the community and the management of custody and adoption investigations
- The goals and objectives of the consulting services requested in the attached resolution are to bring in qualified consultants into DoIT that in addition to technical support, have experience in the necessary technology that are capable of rapidly administering and updating software systems. This gives us the flexibility to utilize various consultants with superior levels of skill in highly specific areas, each of whom may be needed for only a limited period of time. Consultant services are continually monitored by DoIT staff in conjunction with the associated department to be sure the service provided is effective. The goals and objectives of the services provided by Columbia consultants are to bring in Microsoft and Java J2EE Technologies development expertise to continue to maintain existing applications which utilize these technologies, as well as, LAN administration services to ensure DSS systems are operational and properly maintained and to assist in the timely and efficient development of the Juvenile Case Management system.

ACTION REQUESTED:

- Authorization to enter into an agreement (IT-1188) with Columbia IS Consulting Group Inc., having a place of business located at 400 Main Street, 5th Floor, Stamford, Connecticut 06901, for the provision of professional consulting services commencing on April 1, 2011 and terminating on March 31, 2012, for a total not to exceed contract amount of \$543,145, payable monthly at the rate of \$80 per hour for J2EE and Microsoft Technologies and \$85 per hour Local Area Network Administration, subject to county appropriations.

Accordingly, the attached resolution is submitted for your consideration.

RESOLUTION

UPON A COMMUNICATION FROM THE CHIEF INFORMATION OFFICER, DEPARTMENT OF INFORMATION TECHNOLOGY AND THE COMMISSIONER OF SOCIAL SERVICES, BE IT HEREBY

RESOLVED: that the County of Westchester is hereby authorized to enter into an agreement (IT-1188) with Columbia IS Consulting Group Inc., having a place of business located at 400 Main Street, 5th Floor, Stamford, Connecticut 06901, for the provision of professional consulting services commencing on April 1, 2011 and terminating on March 31, 2012, for a total not to exceed contract amount of \$543,145, payable monthly at the rate of \$80 per hour for J2EE and Microsoft Technologies and \$85 per hour Local Area Network Administration; and be it further

RESOLVED, this Agreement is subject to County appropriations; and be it further

RESOLVED, 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 and deliver any and all documents and to take all action necessary and appropriate to effectuate the purposes hereof.

APPROVED BOARD OF ACQUISITION & CONTRACT - 28-2011 JONAR VIEIRA, SECRETARY

Account to be Charged/Credited:

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2011	101	16	6000	4420		\$196,000
2011	316	16	BIT4A-03S	6120		\$ 98,000
2011	101	22	0010	4420		\$112,625
2012	101	16	6000	4420		\$ 66,080
2012	316	16	BIT4A-03S	6120		\$ 33,040
2012	101	22	0010	4420		\$ 37,400

Budget Funding Year(s): 2011 & 2012 Start Date: April 1, 2011 End Date: March 31, 2012
 (must match resolution)

Funding Source

\$543,145
 (must match resolution)

Tax Dollars: \$543,145
 State Aid _____
 Federal Aid _____
 Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 4-28-2011 - JOMARY VIEIRA, SECRETARY

RFP for IT Professional Consultant Services 2011
Respondent List

Company

- 1 22nd Century Technologies, Inc.
- 2 ADPC, Inc.
- 3 Advanced Software Systems, Inc.
- 4 Alpha 2 Omega MTP
- 5 ASC Staffing, LLC
- 6 ATRIA Consulting
- 7 Bergman Associates
- 8 Berry, Dunn, McNeil & Parker (BDMP)
- 9 Bowne AE & T Group
- 10 Camelot Communications Group, Inc.
- 11 Career Techniques Inc.
- 12 Celerity Howard-Sloan
- 13 Civilogix, Inc.
- 14 ClarusTec
- 15 Columbia IS Consulting Group Inc.
- 16 Conversion Services International
- 17 CMA Consulting Services
- 18 Cyret Technologies
- 19 Data Industries, LTD.
- 20 Eastern Standard Consultants, Inc.
- 21 Elert & Associates
- 22 Enterprise Strategies
- 23 Eric Robert Associates
- 24 ESRI
- 25 ExplInfo Inc.
- 26 Ez-Steps USA Inc.
- 27 Fountains Spatial
- 28 Fulcrum Logic Inc.
- 29 Gateway Solutions, Inc.
- 30 Genesis 10
- 31 Genesys Consulting Services, Inc.
- 32 Greenman-Pedersen, Inc.
- 33 Howard Systems International
- 34 Infojini, Inc.
- 35 Interbase Corporation
- 36 LanceSoft, Inc.
- 37 Michael Baker Engineering, Inc.

- 38 **Neotech Solutions Inc.**
- 39 **Neotecra**
- 40 **Nutech**
- 41 **Parsons Brinckerhoff (PB)**
- 42 **PSI International, Inc.**
- 43 **SAM Consulting Services, Inc.**
- 44 **SOFT Inc.**
- 45 **Software Guidance & Assistance (SGA)**
- 46 **Sunrise Systems**
- 47 **Tail Wind Associates**
- 48 **TDC Group, Inc.**
- 49 **Technisource**
- 50 **Technology Resource Services, Inc. (TRS)**
- 51 **TMH Information System Consultation Service, Inc.**
- 52 **Vertex Geospatial. Inc.**
- 53 **VIVA USA Inc.**
- 54 **Westchester County Historical Society**
- 55 **YSP Partners**

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