

18359

DATE: March 29, 2011

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer

RE: AUTHORIZATION TO ENTER INTO AN AGREEMENT (IT-1192) WITH ASG STAFFING LLC FOR PROFESSIONAL CONSULTING SERVICES FOR A ONE YEAR PERIOD COMMENCING ON APRIL 1, 2011 AND TERMINATING ON MARCH 31, 2012 FOR A TOTAL NOT TO EXCEED CONTRACT AMOUNT OF \$307,944

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 sixteen 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 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.
- ASC Staffing LLC ("ASC") was one of the respondents. Based on their response to the RFP, as well as their familiarity and knowledge of County projects, programs and operations, we now come before your Honorable Board requesting approval to enter into an agreement (IT-1192) with ASC, for the provision of professional consulting services for a one year period commencing on April 1, 2011 for a total amount not to exceed \$307,944.
- ASC consultants will work on various projects, among them the county-wide Data Communications Network (including System Upgrades); Collaboration software (Interdepartmental task forces), AutoCAD and general document management (DPWT & Health). ASC consultants will also provide programming services to develop systems to track data needed to report compliance with NYS DEC stormwater management requirements for departments that operate physical facilities; streamline the maintenance of the County Website; develop new capabilities for the integrated system used by the Solid Waste Commission and apply upgrades and patches to the NYS software used by the County Planning Department.

- The public purpose of the proposed agreement will be to assist County staff in providing reliable, secure and robust high speed network technology services that benefit the public good. In addition, we will reduce consumption of paper and replace spreadsheets and paper records with a robust database of information pertaining to stormwater conveyances.
- The goals and objectives of the requested consulting services in the attached resolution relative to our Data Communications Network are to provide efficient high quality computer services that promote and support the respective department's mission and goals. Fiscally this helps us provide standardized high quality network services which reduce expenses by minimizing network outages and having a homogenous network which includes:
 - Network Design and Architecture Implementation
 - Network Technical Support and Troubleshooting
 - Network Capacity Planning and Research
 - Network and Systems Integration
 - Network Advanced Service Solutions
- The goals and objectives for development services are to bring qualified consultants into DoIT that can provide specialized technical support, have experience in the latest technology and are capable of rapidly developing the necessary 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 consulting services requested in the attached resolution demonstrate fiscal responsibility by providing technical expertise needed to complete IT projects in a timely manner. The services impact the County's health & environment when the consultants work on development projects to develop new capabilities for the integrated system used by the Solid Waste Commission.

ACTION REQUESTED:

- Authorization to enter into an agreement (IT-1192) with ASC Staffing LLC, having a place of business located at 400 Main Street, Suite 410, Stamford, Connecticut 06901, for the provision of professional consulting services, for a one year period commencing on April 1, 2011 and terminating on March 31, 2012, for a total not to exceed contract amount of \$307,944, payable monthly at the hourly rates of \$99 for network skill set and \$89 for programming skill set, 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, BE IT HEREBY

RESOLVED: that the County of Westchester is hereby authorized to enter into an agreement (IT-1192) with ASC Staffing LLC, having a place of business located at 400 Main Street, Suite 410, Stamford, Connecticut 06901, for the provision of professional consulting services, for a one year period commencing on April 1, 2011 and terminating on March 31, 2012, for a total not to exceed contract amount of \$307,944, payable monthly at the hourly rates of \$99 for network skill set and \$89 for programming skill set; 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.

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		\$ 230,958
2012	101	16	6000	4420		\$ 76,986

Budget Funding Year(s): 2011 & 2012
(must match resolution)

Start Date: April 1, 2011

End Date: March 31, 2012

Funding Source

\$307,944

(must match resolution)

Tax Dollars: \$307,944

State Aid _____

Federal Aid _____

Other: _____

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 ExpInfo 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**

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