

19165

DATE: May 10, 2011

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer
Department of Information Technology

RE: AUTHORIZATION TO AMEND AGREEMENT (IT-1196) WITH TECHNISOURCE, INC., BY
ADDING ADDITIONAL PROFESSIONAL CONSULTING SERVICES AND INCREASING
THE NOT-TO-EXCEED AMOUNT BY \$120,698, FOR A NEW TOTAL NOT-TO- EXCEED
CONTRACT AMOUNT OF \$405,710

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 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.
- On April 28, 2011, your Honorable Board approved a resolution which authorized entering into an agreement (IT-1196) with Technisource, Inc., ("Technisource"), for the provision of professional consulting services to augment the County's radio group staff in planning and engineering services to build and maintain a state-of-the-art communications systems for the County's wireless communications network and its supporting infrastructure, for a term commencing on April 1, 2011 and terminating on March 31, 2012 for a total not to exceed contract amount of \$285,012. Contract IT-1196 authorized by that resolution was subsequently executed and approved.
- In addition to the services already to be provided by Technisource under Contract IT-1196, the County now seeks authority to amend Contract IT-1196 to add additional services. Specifically,

we now come before your Honorable Board requesting approval to amend Contract IT-1196 with Technisource to cover the costs of consulting services to provide project management services to implement the Visual HealthNet software upgrade for the Department of Health. The updated software will support all facets of WCDH patient care, billing and epidemiological case management activities, and provide robust reporting capabilities necessary for both individual patient care needs as well as mandated public health reporting. Due to the complexity and accelerated timeframe of this project, a consultant is needed to augment our current staff since we currently do not have an available resource to handle this important project implementation in a timely fashion.

- The Technisource consultant working on the Health Department implementation project demonstrates fiscal responsibility by providing technical expertise needed to complete IT projects in a timely manner.
- The goals and objectives of the requested consulting services in the attached resolution are to bring qualified consultants into DoIT who have experience in the necessary technology and are capable of rapidly administering and updating the necessary hardware and software systems. Consultant services are continually monitored by DoIT staff in conjunction with the associated department to be sure the service provided is effective.

ACTION REQUESTED:

- Authorization to amend an agreement (IT-1196) with Technisource, Inc., having a place of business located at 100 First Stamford Place, Suite 100, Stamford, Connecticut 06902, by adding project management services to implement the Visual HealthNet software upgrade for the Department of Health, and increasing the not-to-exceed amount by \$120,698, payable monthly at the rate of \$82.50 per hour, subject to County appropriations, for a new total not to exceed contract amount of \$405,710, with all other terms and conditions of the original agreement to remain the same.

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 amend an agreement (IT-1196) with Technisource, Inc., having a place of business located at 100 First Stamford Place, Suite 100, Stamford, Connecticut 06902, by adding project management services to implement the Visual HealthNet software upgrade for the Department of Health, and increasing the not-to-exceed amount by \$120,698, payable monthly at the rate of \$82.50 per hour, for a new total not to exceed contract amount of \$405,710; and be it further

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

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the agreement (IT-1196) shall remain the same; 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.

Contract No. IT-1196	Total:	Original Agreement:	\$285,012
Account to be Charged/Credited:		<u>This Amendment:</u>	\$120,698
			\$405,710

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2011			BIT4A-03S			\$ 86,625
2012			BIT4A-03S			\$ 34,073

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

Funding Source	Tax Dollars: <u>\$120,698</u>
	State Aid _____
\$120,698	Federal Aid _____
(must match resolution)	Other: _____