



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

**MEMORANDUM**

**29849**

October 16, 2012

**TO:** Board of Acquisition and Contract

**FROM:** Janet DiFiore  
District Attorney

**RE:** Resolution authorizing the County of Westchester to amend an agreement with Firefly Ltd., d/b/a Firefly Migration, for the provision of consulting services in connection with the migration of its case management software system, by retroactively extending the term of the agreement through September 2, 2013, to enable Firefly to deliver the training component of the agreement at no additional cost to the County

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By resolution approved on November 18, 2010 (the "November 18<sup>th</sup> Resolution"), your Honorable Board authorized the County of Westchester, acting by and through the Westchester County District Attorney's Office (the "DA's Office"), to enter into an agreement with Firefly Ltd., d/b/a Firefly Migration ("Firefly"), to provide consulting services in connection with the migration of its case management software system for a one (1) year term commencing upon the date of execution thereof for an amount not to exceed \$150,000 (the "Agreement"). The Agreement was subsequently executed on December 20, 2010.

The scope of services under the Agreement consisted of two main components. The first component involved the migration of the DA's Office case management system from the Magic platform to the Microsoft .NET platform. The second component consisted of training services to introduce the DA's Office .NET programmer to the migrated .NET application. Although Firefly completed the migration portion of the contract within the one (1) year contract term, it was unable to complete the training portion within this time frame. This was due to heavy cuts in DOIT staff at the end of 2011 which resulted in the DA's Office not having a qualified programmer available who could devote the necessary time to complete the training. As such, it became necessary to delay the training portion of the contract until the DA's Office was able to obtain such an individual. After several months of interviewing candidates, no full-time programmers could be found that were viewed qualified by the DA's Office to receive this training. An attempt was also made to hire a consultant to work as a programmer. However, after 4 months of interviews, no qualified candidate was found. As a final measure, the DA's Office Director of Technology, who spent the past year teaching

himself .NET programming off-hours in order to provide backup to whomever was hired full time, convinced Firefly to train him.

Firefly has agreed to extend the term of the contract through September 2, 2013 for the sole purpose of delivering the training sessions needed for the DA's Office to be able to maintain the migrated applications. However, they require that every reasonable effort be made to deliver the training sessions within a period of six (6) calendar months and caution that prolonging the training period will render the training significantly less effective.

Accordingly, authority is respectfully requested to amend the Agreement with Firefly for the provision of consulting services in connection with the migration of its case management software system for a one (1) year term commencing on December 20, 2010 in an amount not to exceed \$150,000, by retroactively extending the term thereof from December 20, 2011 through September 2, 2013, to enable Firefly to complete the training portion of the contract at no additional cost to the County.

Except as specifically amended hereby, all remaining terms and conditions of the Agreement shall remain in full force and effect.

I recommend your favorable consideration of the annexed proposed Resolution.

JD/DR/SV/jpg  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION - JOHNS HOPKINS SECRETARY

