

50834

DATE: February 2, 2016

TO: Board of Acquisition and Contract

FROM: John B. McCaffrey
Chief Information Officer
Department of Information Technology

SUBJECT: Authority to amend an agreement (IT-1359) with ASC Staffing, LLC, pursuant to which it was to provide certain information technology services, for a period of one (1) year, commencing upon execution, with the County having the sole option to extend the term of the agreement for up to two (2) additional one (1) year periods thereafter, for an amount not-to-exceed \$150,000.00, payable at specified not-to-exceed hourly rates, by, a.) exercising the County's first option, and thereby extending the term of the agreement by one (1) year; b.) increasing the not-to-exceed amount of the agreement by \$75,000, to a new amount not-to-exceed \$225,000, to ensure that adequate funds are available to pay for hourly services during the extended term; and c.) reflecting the change in the name of the limited liability company from ASC Staffing, LLC to ASC Services, LLC.

By a resolution approved on February 26, 2015 (the "February 26th Resolution"), your Honorable Board authorized the County of Westchester, acting on behalf of the Westchester-Putnam Local Workforce Investment Board (the "WPLWIB"), (the "County") to enter into an agreement ("IT-1359") with ASC Staffing, LLC ("ASC"), pursuant to which ASC was to provide certain information technology services (the "Services") for a project funded by the United States Department of Labor under its H1-B Ready to Work Partnership Grant Program and under the Workforce Investment Act of 1998, as amended, ("WIA") until the Workforce Innovation and Opportunity Act ("WIOA") supersedes WIA, and under WIOA thereafter, for a period of one (1) year, commencing upon execution, (the "Initial Term") with the County having the sole option to extend the term of IT-1359 for up to two (2) additional one (1) year periods thereafter (each an "Option Term"). Under the terms of the February 26th Resolution, ASC was to be paid under IT-1359 an amount not-to-exceed \$150,000.00, which was to be paid at hourly rates not-to-exceed the following:

<u>Period</u>	<u>1-Year Experience Not-to-Exceed Rate</u>	<u>3-Year Experience Not-to-Exceed Rate</u>	<u>5-Year Experience Not-to-Exceed Rate</u>
Initial Term:	N/A	\$86/hour	\$87/hour
1st Option Term:	N/A	\$88/hour	\$89/hour
2nd Option Term:	N/A	\$89/hour	\$90/hour

IT-1359 was subsequently executed on March 3, 2015. Accordingly, the Initial Term of IT-1359 will end on March 2, 2016.

As the County will continue to require the Services beyond the Initial Term of IT-1359, authority is therefore respectfully requested from your Honorable Board for the County to, a.) exercise the County's first option under IT-1359, and thereby extend the term of IT-1359 by one (1) year, and b.) increase the not-to-exceed amount of IT-1359 by \$75,000, to a new amount not-to-exceed \$225,000, to ensure that adequate funds are available to pay for hourly services during the first Option Term.

ASC recently notified the County that it has changed the name of its limited liability company from ASC Staffing, LLC to ASC Services, LLC. The County has confirmed the accuracy and effectiveness of the name change via a search of the Connecticut Secretary of State's public 'CONCORD' business database. Accordingly, the County also requests authority from your Honorable Board to amend IT-1359 to reflect the change in the name of the limited liability company from ASC Staffing, LLC to ASC Services, LLC.

Except as specifically amended hereby, all remaining terms and conditions set forth in IT-1359 shall remain in full force and effect.

The proposed amendment will serve a public purpose by enabling the County to continue receiving the information technology services it needs to upgrade the County's WIOA website in order to ensure that the website can best perform its role in facilitating the work funded by the aforementioned grant and non-grant sources.

The goal and objective of the proposed amendment is to enable the County to continue receiving the information technology services it needs to upgrade the County's WIOA website in order to ensure that the website can best perform its role in facilitating the work funded by the aforementioned grant and non-grant sources.

The goal and objective of the proposed amendment is in the best interests of the County in terms of fiscal responsibility, as these services are aimed at improving the employment opportunities for local residents, which will, in turn, help make them economically independent and less likely to require public assistance.

The goals and objectives of the proposed amendment will be tracked and monitored by the staff of the Department of Information Technology.

I respectfully recommend the adoption of the attached Resolution.

JBM/SF/bdm/nn

RESOLUTION

Upon a communication from the Chief Information Officer, Department of Information Technology, be it hereby:

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an agreement ("IT-1359") with ASC Staffing, LLC ("ASC") pursuant to which ASC was to provide certain information technology services for a project funded by the United States Department of Labor under its H1-B Ready to Work Partnership Grant Program and under the Workforce Investment Act of 1998, as amended, ("WIA") until the Workforce Innovation and Opportunity Act ("WIOA") supersedes WIA, and under WIOA thereafter, for a period of one (1) year, commencing upon execution, (the "Initial Term") with the County having the sole option to extend the term of IT-1359 for up to two (2) additional one (1) year periods thereafter (each an "Option Term"), by a.) exercising the County's first option under IT-1359, and thereby extending the term of IT-1359 by one (1) year; b.) increasing the not-to-exceed amount of IT-1359 by \$75,000, to a new amount not-to-exceed \$225,000, to ensure that adequate funds are available to pay for hourly services during the first Option Term; and c.) reflecting the change in the name of the limited liability company from ASC Staffing, LLC to ASC Services, LLC; and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions set forth in IT-1359 shall remain in full force and effect, and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Agreement No. IT-1359

Original Agreement: \$ 150,000.00
This Amendment: \$ 75,000.00
Total: \$ 225,000.00

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
275	22	559P	4531	T559	\$75,000

Budget Funding Year(s): 2016 Start Date: 03/03/16 End Date: 03/02/17
(must match resolution)

Funding Source: \$75,000.00
(must match resolution)

Tax Dollars: _____
State Aid: _____
Federal Aid: \$75,000
Other: _____

APPROVED BOARD OF ACQUISITION CONTRACT - 021250116 - LISA MRIJAJ, SECRETARY