

Robert P. Astorino  
County Executive

Department of Probation

Rocco A. Pozzi  
Commissioner

**52059**

DATE: May 18, 2016

TO: Board of Acquisition and Contract

FROM: Rocco A. Pozzi  
Commissioner of Probation

John B. McCaffrey  
Chief Information Officer

RE: Resolution to exempt from the Westchester County Procurement Policy, pursuant to Section 3(a)(xxi) thereof, an agreement with AnyTransactions, Inc., pursuant to which it will provide its AnyTrax self-reporting product, for the period from January 1, 2016 through December 31, 2016.

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Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures (the "Procurement Policy") an agreement between the County of Westchester (the "County") and AnyTransactions, Inc. ("AnyTransactions"), pursuant to which AnyTransactions will provide the County with its AnyTrax self-reporting product ("AnyTrax SR"), for the period from January 1, 2016 through December 31, 2016.

AnyTrax SR is used to perform regular check-ins and automated interviews of lower-risk clients of the Department of Probation. Using any telephone as a "virtual kiosk", AnyTrax SR streamlines supervision of low risk clients with periodic check-ins and interviews (e.g., daily, weekly, monthly, quarterly) utilizing customized protocols for interview questions, schedules, reminders, and grace periods.

In 2013, in accordance with the Procurement Policy, the Department of Probation solicited quotes for a self-reporting product that would assist it in tracking its administrative caseload unit and subsequently entered into a contract with AnyTransactions for the use of its AnyTrax SR for the calendar year 2014.

Administrative Office

In 2015, the Department of Probation sought from your Honorable Board authority to exempt from the Procurement Policy an agreement with AnyTransactions for the use of its AnyTrax SR for the calendar year 2015 (the "2015 Agreement"). Your Honorable Board provided the requested exemption, and authority to enter into the proposed 2015 Agreement, by resolutions approved on April 23, 2015. The County and AnyTransactions subsequently executed the 2015 Agreement.

As explained in the resolution approved by your Honorable Board on April 23, 2015 that exempted the 2015 Agreement from the Procurement Policy, using a self-reporting product has enabled the Department of Probation to efficiently hold low-risk probationers accountable to the requirements of their probation sentences while reducing the number of work hours devoted to low-risk administrative caseloads. The efficiency of a call-in self reporting product like AnyTrax SR reduces the number of probation officers assigned to the administrative caseload unit from five to three. The Department of Probation's experience has shown that the percentage of non-compliance by low-level offenders is extremely low compared to higher level criminals. Taxpayer dollars are thereby more effectively spent protecting public safety by concentrating supervision resources on high risk clients who exhibit both a greater potential for violating their terms of probation and a greater probability for committing more dangerous or damaging offenses when resuming illegal activity.

As also explained in the above-referenced resolution, AnyTransaction's AnyTrax SR has an established interface with the Department of Probation's case management system. This integration has been successful as it significantly increases the Department of Probation's efficiency by eliminating duplicate entries and the need to search multiple locations for all relevant case data. The implementation of this interface required the expenditure of over 1,000 County work hours by the Department of Information Technology and another 500 County work hours by the Department of Probation. Procuring a new self-reporting product would be impractical and counterproductive based on the County work hours that would need to be expended so that the new product could interface with the case management system.

Based upon the foregoing, it is proposed that the best interests of the County would be served by exempting this agreement from the Procurement Policy, pursuant to Section 3(a)(xxi) thereof. Therefore, a resolution to exempt this procurement is hereby submitted for your consideration.

RAP/DJ/bdm/nn

## RESOLUTION

Upon a communication from the Commissioner of the Department of Probation and the Chief Information Officer, Department of Information Technology, be it hereby

**RESOLVED**, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting quotations, is neither cost effective nor expedient, and accordingly not in the best interests of the County of Westchester (the "County") in connection with the procurement of an agreement with AnyTransactions, Inc. ("AnyTransactions"), pursuant to which AnyTransactions will provide the County with its AnyTrax self-reporting product ("AnyTrax SR"), for the period from January 1, 2016 through December 31, 2016.

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/30/2016 - USA, INC., SECRETARY