

ID#70400

DATE: June 25, 2019

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne
Chief Information Officer
Department of Information Technology

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with Veratics, Inc., for the creation and implementation of the Westchester Saves Online Shared Services Portal and all accompanying professional services required for the development, installation, configuration, integration, customization (if necessary), and training and support of the system, for an amount not to exceed \$158,700.00, pursuant to an approved budget, for a term commencing on July 15, 2019 and expiring on July 14, 2020 (Agreement No. IT-1570).

As your Honorable Board may recall, the County of Westchester (the "County"), in response to the New York State's "County-Wide Shared Services Initiative," enacted into law in 2017, submitted an approved County-Wide Shared Services Plan (the "Plan"). The Plan included the development of an online shared services portal, a one-stop online portal to give municipalities access to equipment; excess materials; space; specialty services (like vehicle maintenance, legal, or engineering); and shared personnel.

This online portal would assure that information is up to date in real time. Careful design of the portal is required to assure that the program will be easy to use and widely adopted by Westchester municipalities. The portal must enable the input, tracking and reporting of cost and savings data for the shared services and goods captured through the portal.

The County, acting by and through its Department of Information Technology (the "Department,") issued a Request for Proposals ("RFP") pursuant to Section 6 of the County's Procurement Policy. The RFP solicited technical and cost proposals from consultants for the creation and implementation of the Westchester Saves Online Shared Services Portal and all accompanying professional services required for the installation, configuration, integration, customization (if necessary), and training of the system.

In response to the RFP, the Department received two proposals, from Veratics, Inc., and MTX Group Inc. ("MXT"). The Department reviewed and evaluated the proposals based upon the

criteria specified in the RFP and each were then interviewed. The proposal submitted by Veratics, Inc. ("Veratics"), a Florida Corporation, was determined to be the most advantageous to the county because of previous experience and expertise, and a technical solution that better matches our information technology environment. Additionally, the Veratics proposal was less costly at \$158,700. MTX's proposal was \$287,195 plus recurring annual costs for licensing the software that would be required as part of its proposal.

Accordingly, authority is respectfully requested from your Honorable Board for the County to enter into an agreement with Veratics for the creation and implementation of the Westchester Saves Online Shared Services Portal and all accompanying professional services required for the development, installation, configuration, integration, customization (if necessary), and training and support of the system, for an amount not to exceed \$158,700.00, pursuant to an approved budget, for a term commencing on July 15, 2019 and expiring on July 14, 2020.

The goal and objective of the proposed Agreement is creation and implementation of the Westchester Saves Online Shared Services Portal to give municipalities access to equipment; excess materials; space; specialty services (like vehicle maintenance, legal, or engineering); and shared personnel. This will not only result in considerable tax savings, but will also help facilitate better quality governmental services.

The proposed Agreement will be tracked and monitored by the staff of the Department.

I respectfully recommend approval of the attached Resolution.

MB/SEF/jrc

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement (the "Agreement") with Veratics, Inc., for the creation and implementation of the Westchester Saves Online Shared Services Portal and all accompanying professional services required for the development, installation, configuration, integration, customization and training and support of the system, for an amount not to exceed \$158,700.00, pursuant to an approved budget, for a term, and be it further

RESOLVED, that the Agreement shall be for a term commencing on commencing on July 15, 2019 and expiring on July 14, 2020; and be it further

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

RESOLVED, that this Agreement is subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of the Agreements. 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 the Agreements or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Consultant, then the Consultant 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 all documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be
Charged/Credited (Agreement No. IT-1570)

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Bond Act #	Dollars
316	16	BIT4C-01S	6190	ACT#113-2019	\$158,700

Budget Funding Year(s): 2019-2020 Start Date: July 15, 2019 End Date: July 14, 2020
(must match resolution)

Funding Source: \$158,700
(must match resolution)

Tax Dollars: _____
State Aid: _____
Federal Aid: _____
Other: Capital