



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

**MEMORANDUM**

**77440**

Date: June 17, 2020

To: Board of Acquisition and Contract

From: Anthony A. Scarpino, Jr.  
District Attorney

Re: Authority to amend an agreement with Data Vision Group, LLC, pursuant to which it was to provide custom programming, implementation, and support and maintenance services for a new enterprise case management system, in order to add services to provide enhancements to the new enterprise case management system.

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By a resolution approved on May 10, 2018, your Honorable Board authorized the County of Westchester (the "County"), acting by and through the Office of the District Attorney (the "WCDA"), to enter into an agreement with Data Vision Group, LLC ("DVG"), pursuant to which DVG was to provide custom programming, implementation, and support and maintenance services for a new enterprise case management system (the "New System") that was to replace the WCDA's 'Criminal History Info and Events File' case management software, known as "CHIEF" (the "Agreement"). The Agreement was subsequently executed.

In the course of the development and operation of the New System, the staff of the WCDA have made a series of recommendations as to how it could be enhanced. Accordingly, the WCDA has decided to pursue modifications to the New System to add new functionality and features to its 'Complaints Module', its 'Investigations Module', its 'Prosecution Module', and its 'Full Prosecution Module', and to obtain training, documentation, and project management services for the work on all of those modules (the "Enhancements"). In addition, the WCDA believes it is also prudent to account, in the Agreement, for the possibility of the performance of future additional projects based upon future recommendations and needs for further enhancements of the New System (the "Future Work").

Accordingly, the County respectfully requests authority from your Honorable Board for the County to amend the Agreement by, 1.) modifying its scope of work in order to include the work to be performed by DVG in order to provide the Enhancements and also allow for the Future Work, 2.) increasing its not-to-exceed amount by \$130,550.00, in order to make funds available to pay for the Enhancements and the Future Work, and 3.) modifying its budget in order to allocate the additional funds (the "Amendment").

Except as described above, all terms and conditions of the Agreement shall remain in full force and effect.

The proposed Amendment will serve a public purpose by providing the WCDA with the Enhancements, and allow for the Future Work, which will enhance the New System and further enable the WCDA to best and most efficiently handle and administer matters that are within its purview.

The goal and objective of the proposed Amendment is to provide the County with the Enhancements, and allow for the Future Work, which will enhance the New System and further enable the WCDA to best and most efficiently handle and administer matters that are within its purview.

The goal and objective of the proposed Amendment is in the best interests of the County in terms of public safety, as matters within the purview of the WCDA impact public safety, and the best and most efficient handling and administration of such matters will therefore best ensure public safety.

The goals and objectives of the proposed Amendment will be tracked and monitored by the staff of the WCDA.

Authority to exempt the procurement of the proposed Amendment from the requirements of the Westchester County Procurement Policy, pursuant to Section 3(a)(xxi) thereof, has been submitted to your Honorable Board in accordance with a separate resolution of even date herewith.

I respectfully recommend the adoption of the attached resolution.

AAS/PD/bdm/nm

## RESOLUTION

Upon a communication from the District Attorney, be it hereby:

**RESOLVED**, that the County of Westchester (the "County"), acting by and through the Office of the District Attorney (the "WCDA"), is hereby authorized to amend an agreement with Data Vision Group, LLC ("DVG"), pursuant to which DVG was to provide custom programming, implementation, and support and maintenance services for a new enterprise case management system (the "New System") that was to replace the WCDA's existing case management system, (the "Agreement") by, 1.) modifying its scope of work in order to include the work to be performed by DVG in order to add new functionality and features to the New System's 'Complaints Module', 'Investigations Module', 'Prosecution Module', and 'Full Prosecution Module', and include training, documentation, and project management services for the work on all of those modules, (the "Enhancements") and also allow for the possibility of the performance of future additional projects for further enhancements of the new system (the "Future Work"), 2.) increasing its not-to-exceed amount by \$130,550.00, in order to make funds available to pay for the Enhancements and the Future Work, and 3.) modifying its budget in order to allocate the additional funds; and be it further

**RESOLVED**, that except as hereby authorized to be amended, all terms and conditions of the Agreement 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.

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Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
264	37	8002	2300		\$130,550

Budget Funding Year(s): 2020 Start Date: Upon Execution End Date: End of the Agreement  
(must match resolution) of the Amendment

Funding Source  
\$130,550.00  
(must match resolution)

Tax Dollars: \_\_\_\_\_  
State Aid: \_\_\_\_\_  
Federal Aid: \_\_\_\_\_  
Other: \$130,550

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/02/2020 - LISA MRIJAJ, SECRETARY