



Office of the District Attorney
County of Westchester

MEMORANDUM

77477

Date: June 17, 2020

To: Board of Acquisition and Contract

From: Anthony A. Scarpino, Jr.
District Attorney

Re: Authority to exempt from the Westchester County Procurement Policy, pursuant to Section 3(a)(xxi) thereof, the procurement of an amendment to 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.

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy, pursuant to Section 3(a)(xxi) thereof, the procurement by the County of Westchester (the "County"), acting by and through the Office of the District Attorney (the "WCDA"), of an amendment (the "Amendment") to an agreement (the "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, which Amendment will add to the scope of work of the Agreement the performance of additional services in order to provide the Enhancements and the Future Work (as defined below) for the New System.

The WCDA sought to enter into the Agreement and procure the New System in order to replace its 'Criminal History Info and Events File' case management software, known as "CHIEF", which was developed in-house, written in MAGIC, and had been in use since the late 1990s. 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").

Based upon its work to create the New System, DVG will be able to most quickly and expertly perform the work necessary in order to provide the Enhancements and the Future Work. It would take additional time, and quite possibly cause the County to incur additional cost, to have another contractor familiarize itself with the programming of the New System, which would be expected to occur before it could begin to perform the work necessary in order to provide the Enhancements and the Future Work.

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

AAS/PD/bdm/mn

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/02/2019 - ISA MRBAJ SUPERVISORY

RESOLUTION

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

RESOLVED, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of an amendment (the "Amendment") to 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 existing case management system used by the Office of the District Attorney, (the "Agreement") which Amendment will add to the scope of work of the Agreement future additional projects based upon future recommendations and needs for further enhancements; 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 training, documentation, and project management services for the work on all of those modules.

APPROVED BOARD OF ACQUISITION & CONTRACTS
05/12/20
USHER, SECRETARY