



George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

**[94343]**

DATE: June 24, 2022

TO: Board of Acquisition and Contract

FROM: Leonard G. Townes  
Commissioner  
Department of Social Services

SUBJECT: Authority to exercise the County's third option under its agreement with Eccovia, Inc. for software-as-a-service, and related professional implementation services, for the operation of the County's 'Homeless Management Information System', and thereby extend the term of the agreement to a new expiration date of July 31, 2023.

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By a resolution approved on September 6, 2018, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with Eccovia, Inc. ("Eccovia"), pursuant to which Eccovia was to provide software-as-a-service, and related professional implementation services, for the operation of the County's 'Homeless Management Information System' ("HMIS"), (the "Services") for an amount not-to-exceed \$198,297.08, payable pursuant to an approved budget, for the period from August 1, 2018 through July 31, 2020 (the "Initial Term"), with the County having the sole option to extend the term for up to three (3) additional one (1) year terms thereafter, on the same terms and conditions as the Initial Term, (each an "Option Term") except that Eccovia would provide the Services for an amount not-to-exceed \$104,527.60 for the first option term, for an amount not-to-exceed \$108,310.48 for the second option term, and for an amount not-to-exceed \$112,244.32 for the third option term (the "Original Agreement"). The Original Agreement was subsequently executed.

By a resolution approved on August 6, 2020, your Honorable Board authorized the County to exercise its first one-year option under the Original Agreement and amend the Original Agreement by, 1.) extending its term by one (1) year, to a new termination date of July 31, 2021; 2.) increasing its not-to-exceed amount by \$104,527.60, to a new total not-to-exceed amount of \$302,824.68, to pay for the Services during the first Option Term; and 3.) reflecting

the fact that the County would have two (2) remaining one (1) year options (the “First Amendment”). The First Amendment was subsequently executed.

By a resolution approved on July 8, 2021, your Honorable Board authorized the County to exercise its second one-year option under the Original Agreement, as amended by the First Amendment, and amend the agreement by, 1.) extending its term by one (1) year, to a new termination date of July 31, 2022; 2.) increasing its not-to-exceed amount by \$108,310.48, to a new total not-to-exceed amount of \$411,135.16, to pay for the Services during the second Option Term; and 3.) reflecting the fact that the County would have one (1) remaining one (1) year option (the “Second Amendment”). The Second Amendment was subsequently executed.

The County continues to require the Services. Therefore, the Department of Social Services (“DSS”) reviewed and analyzed the cost in the Original Agreement, as amended by the First Amendment and the Second Amendment, (the “Agreement”) for the third Option Term in order to ensure that it is reasonable. As part of that analysis, in order to get a sense of the pricing available in the marketplace, DSS inquired with both an identified alternative contractor and Eccovia as to how much each entity would charge for the services if DSS performed a new procurement. The alternative contractor quoted an amount that is approximately 129% more than the cost for the third option term under the Agreement. Eccovia quoted an amount that is approximately 28% more than the cost for the third option term under the Agreement. Therefore, DSS has found that the cost for the third Option Term is reasonable.

Accordingly, the County respectfully requests authority from your Honorable Board to exercise its third one-year option under the Agreement and amend the Agreement by, 1.) extending its term by one (1) year, to a new termination date of July 31, 2023; 2.) increasing its not-to-exceed amount by \$112,244.32, to a new total not-to-exceed amount of \$523,379.48, to pay for the Services during the third Option Term; and 3.) reflecting the fact that the County will not have any remaining options (the “Third Amendment”).

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

The proposed Third Amendment will serve a public purpose by continuing to provide the County with the Services, which will enable the County to comply with the requirement that it use an HMIS.

The goal and objective of the proposed Third Amendment is to continue to provide the County with the Services, which will enable the County to comply with the requirement that it use an HMIS.

The goal and objective of the proposed Third Amendment is in the best interests of the County in terms of health and safety, as the County using an HMIS is anticipated to ultimately help ensure the health and safety of homeless persons within Westchester County.

The goal and objective of the proposed Third Amendment will be tracked and monitored by the staff of DSS.

I respectfully recommend the adoption of the attached resolution.

LGT/CW/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/21/2022 - RAYMOND SCULKY, SECRETARY

## RESOLUTION

Upon a communication from the Commissioner of Social Services and 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 exercise its third one-year option under its agreement with Eccovia, Inc. ("Eccovia"), pursuant to which Eccovia was to provide software-as-a-service, and related professional implementation services, for the operation of the County's 'Homeless Management Information System', (the "Services") for a total amount not-to-exceed \$411,135.16, payable pursuant to an approved budget, for the period from August 1, 2018 through July 31, 2022, with the County having the sole option to extend the term for one (1) additional one (1) year term thereafter, on the same terms and conditions, (the "Third Option Term") except that Eccovia would provide the Services for an amount not-to-exceed \$112,244.32 for the Third Option Term, (the "Agreement") and amend the Agreement by, 1.) extending its term by one (1) year, to a new termination date of July 31, 2023; 2.) increasing its not-to-exceed amount by \$112,244.32, to a new total not-to-exceed amount of \$523,379.48, to pay for the Services during the Third Option Term; and 3.) reflecting the fact that the County will not have any remaining options; and be it further

**RESOLVED**, that except as specifically 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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APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION SECRETARY

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	929X	4380	T929	\$112,244.32

Budget Funding Year(s): 2022-2023 Start Date: 08/01/22 End Date: 07/31/23  
(must match resolution)

Funding Source  
\$112,244.32  
(must match resolution)

Tax Dollars: \_\_\_\_\_  
State Aid: \_\_\_\_\_  
Federal Aid: 100% \_\_\_\_\_  
Other: \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/21/2022 - RAYMOND SCULKY, SECRETARY