



On Base:95040

July 27, 2022

To: Board of Acquisition and Contract

From: Belinda S. Miles
President, Westchester Community College

Re: Resolution authorizing the County of Westchester, acting by and through Westchester Community College, to enter into an agreement with Berry Dunn McNeil & Parker, LLC for the provision of Technical Assistance Relating to the Development of a Technology Master Plan for Westchester Community College for the term September 1, 2022 through June 30, 2023 for an amount not to exceed \$213,465.00 payable pursuant to an approved budget

Authority is respectfully requested for the County of Westchester (the "County"), acting by and through Westchester Community College (the "College"), to enter into an agreement with Berry Dunn McNeil & Parker, LLC ("Berry Dunn") for the provision of consulting services to Westchester Community College consisting of a review of the College's Information Technology ("IT") programs and system; an assessment and development of a 10-year enterprise resource plan (ERP) that includes the conducting of a current system assessment; an analysis of whether the College should move to the Cloud and if the College should utilize Banner; and a review of the College's current IT contract commitments. In addition, the consultant shall review the College's IT Disaster Preparedness, Business Continuity (BC) and Disaster Recovery plans, and assess how those functions would be impacted by a switch to the Cloud or a change of system(s). They will also provide recommendations and an implementation timeline for new administrative technology, including examining industry trends and reviewing the current state of administrative technology and systems to determine if there are any new technologies the College should adopt over the next 5 to 10 years.

The term of the agreement will commence on September 1, 2022 and continue through June 30, 2023 for an amount not to exceed \$213,465.00, payable pursuant to an approved budget.

The College sought proposals for the above denoted services and five entities responded, including Berry Dunn, Plante & Moran PLLC, Campus Works, Inc. and Moran

Technology Consulting, Inc. Though Berry Dunn was not the least expensive it was ranked substantially higher than the other respondents.

This agreement will be tracked and monitored by College personnel.

Accordingly, approval of the annexed proposed Resolution is requested.

BSM/sg
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/25/2022 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Upon a communication from the President of Westchester Community College, be it hereby

RESOLVED, that the County of Westchester, acting by and through Westchester Community College, is hereby authorized to enter into an agreement with Berry Dunn McNeil & Parker, LLC (“Berry Dunn”) for the provision of consulting services to Westchester Community College consisting of a review of the College’s Information Technology (“IT”) programs and systems and related matters for the term September 1, 2022 through June 30, 2023 for an amount not to exceed \$213,465.00, payable pursuant to an approved budget; and be it further

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute all documents and take all actions necessary to effectuate the purposes thereof.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
5443601	703	9997	9549	5443601	T549	\$213,465

Budget Funding Year(s) Start Date: 9/1/2022 End Date: 6/30/2023

Funding Source Tax Dollars _____
 State Aid _____
 Federal Aid _____
\$213,465 Other: 100% Grant \$213,465
 (must match resolution)