



On Base: 101088

Date: May 3, 2023

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 extend the term of the 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 to September 30, 2023 at no additional cost.

On August 25, 2022, Your Honorable Board authorized the County 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 was to 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 are also to provide recommendations and an implementation timeline for new administrative technology, including an examination of industry trends and a review of 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 was to commence on September 1, 2022 and continue through June 30, 2023 for an amount not to exceed \$213,465.00 pursuant to an approved budget. Due to a delay in the start of the work, the extent of the material to be reviewed and the number of personnel to be interviewed it has been determined that it is necessary to extend the end date of this project to September 30, 2023 at no additional cost to the College.

This agreement has been and will continue to be tracked and monitored by College personnel.

Accordingly, approval of the annexed proposed Resolution is requested.

BSM/sg
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/01/2023 - 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 extend the term of the 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 through September 30, 2023 at no additional cost to the College; 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

Budget Funding Year(s)

Start Date: 9/1/2022

End Date: 9/30/2023

Funding Source

Tax Dollars _____

State Aid _____

Federal Aid _____

(must match resolution)

Other: 100% Grant