

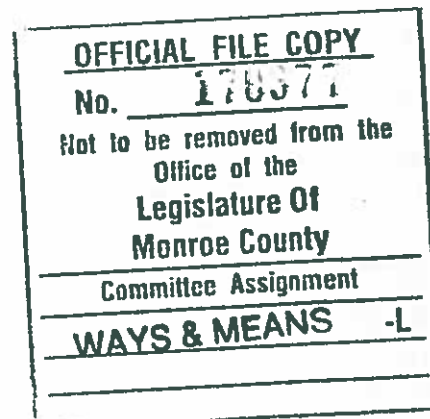


Office of the County Executive

MONROE COUNTY, NEW YORK

Cheryl Dinolfo
County Executive

December 8, 2017



To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Authorize Term Contracts with Artech Information Systems, LLC and Phoenix Business Inc. d/b/a Phoenix Business Consulting for SAP Staff Augmentation Services

Honorable Legislators:

I recommend that Your Honorable Body authorize term contracts with Artech Information Systems, LLC and Phoenix Business Inc. d/b/a Phoenix Business Consulting, in an aggregate amount not to exceed \$450,000, for SAP staff augmentation in order to support projects and production support activities for the SAP platform, for the period of February 1, 2018 through January 31, 2019, with the option to renew for two (2) additional one-year periods, in an aggregate amount not to exceed \$450,000 annually.

The SAP platform is growing as it continues to offer Monroe County departments integration with our finance, purchasing, work order maintenance, and human resources functions. The current contracted support for SAP expertise with Phoenix Business Inc. d/b/a Phoenix Business Consulting provides primarily remote and part-time services, with many individuals who possess deep expertise in limited areas. With the two contracts, the Department of Information Services will have currently knowledgeable contract personnel on board and on-site in a full-time capacity to provide the necessary support for day to day, project, and production support activities.

A Request for Qualifications was issued, with Artech Information Systems, LLC, and Phoenix Business Inc. d/b/a Phoenix Business Consulting selected as the most qualified to perform these services.

The specific legislative action required is to authorize the County Executive, or her designee, to execute term contracts, and any amendments thereto, with Artech Information Systems, LLC, 360 Mt. Kemble Ave., Suite 2000, Morristown, New Jersey 07960, and Phoenix Business Inc. d/b/a Phoenix Business Consulting, 6021 Midnight Pass Rd., Unit 3, Sarasota, Florida 34242, for SAP staff augmentation in order to support projects and production support activities for the SAP platform, in an aggregate amount not to exceed \$450,000, for the period of February 1, 2018 through January 31, 2019, with the option to renew for two (2) additional one-year periods, in an aggregate amount not to exceed \$450,000 annually.

Environmental assessments were completed for this action and it was determined that there would be no significant effect on the environment.

Funding for these term contracts is included in the proposed 2018 operating budget of the Department of Information Services, internal services fund 9020, funds center 1903010000, IS Operations, and Capital Fund 1815, ERP/Security, and any other fund created for the same intended purpose. No additional net County support is required in the current Monroe County budget.

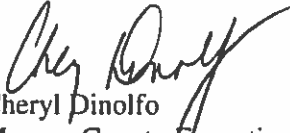
The records in the Office of the Monroe County Treasury have indicated that neither Artech Information Systems, LLC, nor Phoenix Business Inc. d/b/a Phoenix Business Consulting, nor any of their principal officers, owe any delinquent property taxes. The principal officers of the firms are:

Artech Information Systems, LLC
Ranjini Poddar, President
Ajay Poddar, Executive Vice President

Phoenix Business Inc. d/b/a Phoenix Business Consulting
Hanif Sarangi, President

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,


Cheryl Dinolfo
Monroe County Executive

CD/db