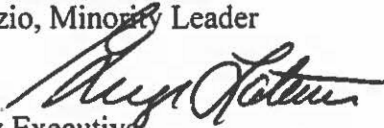


August 4, 2023

TO: Hon. Vedat Gashi, Chair  
Hon. Nancy Barr, Vice Chair  
Hon. Jose Alvarado, Majority Leader  
Hon. Margaret Cunzio, Minority Leader

FROM: George Latimer   
Westchester County Executive

RE: Message Requesting Immediate Consideration: **Bond Act & CBA – BIT50 – AMS/CGI and RAC Upgrade.**

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This will confirm my request that the Board of Legislators allow submission of the referenced communication to be submitted to the Board of Legislators August 7, 2023 Agenda.

Transmitted herewith for your review and approval is a CBA & Bond Act regarding the above referenced submission.

Therefore, since this communication is of the utmost importance, it is respectfully submitted that the County Board of Legislators accepts this submission for August 4, 2023 “blue sheet” calendar.

Thank you for your prompt attention to this matter.



George Latimer  
County Executive

July 28, 2023

Westchester County Board of Legislators  
800 Michaelian Office Building  
White Plains, New York 10601

Dear Members of the Board of Legislators:

Transmitted herewith for your review and approval is an Act to amend the current-year capital budget ("Capital Budget Amendment") as well as a related bond act ("Bond Act,") which, if adopted, would authorize the County of Westchester ("County") to issue up to \$2,535,000 in bonds of the County to finance the following capital project:

BIT50 - American Management Systems ("AMS")/Conseillers en Gestion et Informatique ("CGI") Applications and Linux Real Application Cluster ("RAC") Upgrade ("BIT50").

The proposed Capital Budget Amendment will amend the County's current-year capital budget to increase the County share for BIT50 by \$2,535,000. The current request will fund the additional functions to be added to this system, including, but not limited to time and leave management, overtime, personnel transactions forms, and automated W2 and 1099 processing in addition to a Help Desk supported by CGI personnel for Department users, for a period of three months, and additional training for end users.

The Bond Act, in the amount of \$2,535,000, would finance the additional cost of software and implementation services for the County Department of Information Technology ("Department").

The Department has advised that AMS/ CGI, which is the vendor for the County's Financial, Human Resource and Budget systems, informed the County that it is instituting a major systems renovation and will no longer support existing systems. BIT50 will fund the cost of the implementation services and related expenses for CGI/AMS to upgrade the County's systems to the new version and the purchase of data processing equipment and database software.

It should be noted that your Honorable Board has authorized the County to issue bonds in connection with prior components of BIT50 as indicated in the annexed fact sheet.

Office of the County Executive

Michaelian Office Building  
118 Martine Avenue  
White Plains, New York 10601

Email: [CE@westchestercountyny.gov](mailto:CE@westchestercountyny.gov)  
Telephone: (914) 995-2900

[westchestergov.com](http://westchestergov.com)

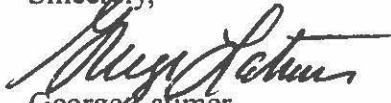
Design is currently being undertaken by in-house staff and consultants and is expected to be completed by the first quarter of 2024. It is estimated that implementation will take eight months to complete.

The Planning Department has advised that based on its review, BIT50 may be classified as a “Type II” action pursuant to the State Environmental Quality Review Act (“SEQR”) and its implementing regulations, 6 NYCRR Part 617. Therefore, no environmental review is required. As you know, your Honorable Board may use such expert advice to reach its own conclusion.

The Planning Department has advised that the Planning Board has previously reviewed BIT50 and issued a report, and that since there is no change in the scope of the work and this is simply a change in the financing plan, no further action by the Planning Board is necessary at this time.

Based on the importance of this capital project to the County, favorable action on the annexed proposed Acts is respectfully requested.

Sincerely,

A handwritten signature in cursive script, appearing to read "George Latimer".

George Latimer  
County Executive

Attachments

**HONORABLE BOARD OF LEGISLATORS  
THE COUNTY OF WESTCHESTER, NEW YORK**

Your Committee is in receipt of a transmittal from the County Executive recommending approval by the County of Westchester ("County") of an act, which, if adopted, will amend the County's current-year capital budget ("Capital Budget Amendment"), as well as adoption of a related bond act ("Bond Act") in the amount of \$2,535,000 prepared by the law firm Harris Beach PLLC to finance capital project BIT50 - American Management Systems ("AMS")/Conseillers en Gestion et Informatique ("CGI") Applications and Linux Real Application Cluster ("RAC") Upgrade ("BIT50").

Your Committee is advised that the Capital Budget Amendment will amend the County's current-year capital budget to increase the County share for BIT50 by \$2,535,000. The Department of Information Technology ("Department") has advised your Committee that the current request will fund the additional functions to be added to this system, including, but not limited to time and leave management, overtime, personnel transactions forms, and automated W2 and 1099 processing in addition to a Help Desk supported by CGI personnel for Department users, for a period of three months, and additional training for end users.

The Bond Act, in the amount of \$2,535,000, would finance the additional cost of software and implementation services for the Department.

The Department has advised that AMS/ CGI, which is the vendor for the County's Financial, Human Resource and Budget systems, informed the County that it is instituting a major systems renovation and will no longer support existing systems. BIT50 will fund the cost of the implementation services and related expenses for CGI/AMS to upgrade the County's systems to the new version and the purchase of data processing equipment and database software.

Design is currently being undertaken by in-house staff and consultants and is expected to be completed by the first quarter of 2024. It is estimated that implementation will take eight months to complete.

It should be noted that your Honorable Board has authorized the County to issue bonds in connection with previous components of BIT50 as indicated in the annexed fact sheet.

The Planning Department has advised your Committee that based on its review, BIT50 may be classified as a Type "II" action pursuant to the State Environmental Quality Review Act ("SEQR") and its implementing regulations, 6 NYCRR Part 617. Therefore, no environmental review is required. Your Committee has reviewed the annexed SEQR documentation and concurs with this recommendation.

The Planning Department has advised your Committee that the Planning Board has previously reviewed BIT50 and issued a report, and that since there is no change in the scope of the work and this is simply a change in the financing plan, no further action by the Planning Board is necessary at this time.

Your Committee has carefully considered the proposed Capital Budget Amendment, as well as the related Bond Act, and recommends approval of both of the proposed Acts, noting that the Bond Act may only be enacted following adoption of the Capital Budget Amendment. It should also be noted that an affirmative vote of two-thirds of the members of your Honorable Board is required in order to amend the County's Capital Budget and to adopt the Bond Act.

Dated: \_\_\_\_\_, 20  
White Plains, New York

**COMMITTEE ON**

# FISCAL IMPACT STATEMENT

CAPITAL PROJECT #: BIT50

NO FISCAL IMPACT PROJECTED

## SECTION A - CAPITAL BUDGET IMPACT

To Be Completed by Budget

GENERAL FUND

AIRPORT FUND

SPECIAL DISTRICTS FUND

Source of County Funds (check one):

Current Appropriations

Capital Budget Amendment

## SECTION B - BONDING AUTHORIZATIONS

To Be Completed by Finance

Total Principal \$ 2,535,000 PPU 10 Anticipated Interest Rate 2.75%

Anticipated Annual Cost (Principal and Interest): \$ 295,243

Total Debt Service (Annual Cost x Term): \$ 2,952,430

Finance Department: Interest rates from August 1, 2023 Bond Buyer - ASBA

## SECTION C - IMPACT ON OPERATING BUDGET (exclusive of debt service)

To Be Completed by Submitting Department and Reviewed by Budget

Potential Related Expenses (Annual): \$ -

Potential Related Revenues (Annual): \$ -

Anticipated savings to County and/or impact of department operations

(describe in detail for current and next four years):

\_\_\_\_\_  
\_\_\_\_\_

## SECTION D - EMPLOYMENT

As per federal guidelines, each \$92,000 of appropriation funds one FTE Job

Number of Full Time Equivalent (FTE) Jobs Funded:

## SECTION E - EXPECTED DESIGN WORK PROVIDER

County Staff

Consultant

Not Applicable

Prepared by: Donna Montera

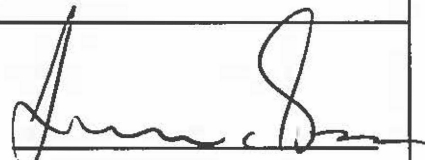
Title: Dir of Admin Services

Department: Information Technology

Date: 8/1/23

Reviewed By:

*07/27/23*




Budget Director

Date:

8/3/23

TO: Michelle Greenbaum, Senior Assistant County Attorney  
Jeffrey Goldman, Senior Assistant County Attorney  
Carla Chaves, Senior Assistant County Attorney

FROM: David S. Kvinge, AICP, RLA, CFM   
Assistant Commissioner

DATE: July 26, 2023

SUBJECT: **STATE ENVIRONMENTAL QUALITY REVIEW FOR CAPITAL PROJECT:  
BIT50 AMS/CGI APPLICATIONS AND LINUX RAC UPGRADE**

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**PROJECT/ACTION:** Per Capital Project Fact Sheet as approved by the Planning Department on 06-22-2023 (Unique ID: 2232)

With respect to the State Environmental Quality Review Act and its implementing regulations 6 NYCRR Part 617, the Planning Department recommends that no environmental review is required for the proposed action, because the project or component of the project for which funding is requested may be classified as a **TYPE II action** pursuant to section(s):

- **617.5(c)(26):** routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment;
  - **617.5(c)(31):** purchase or sale of furnishings, equipment or supplies, including surplus government property, other than the following: land, radioactive material, pesticides, herbicides, or other hazardous materials.
- 

**COMMENTS:** None.

DSK/cnm

cc: Andrew Ferris, Chief of Staff  
Paula Friedman, Assistant to the County Executive  
Lawrence Soule, Budget Director  
Tami Altschiller, Assistant Chief Deputy County Attorney  
Dianne Vanadia, Associate Budget Director  
Michael Lipkin, Associate Planner  
Claudia Maxwell, Associate Environmental Planner



To: The Westchester County Planning Board

From: Kelly Sheehan, Assistant Commissioner *KS*

Date: July 17, 2023

RE: **Capital Budget Amendment –  
BIT50 AMS/CGI APPLICATIONS AND LINUX RAC UPGRADE**

The County Executive is requesting an amendment to the 2023 Capital Budget to modify the funding of the above project. Capital project **BIT50 AMS/CGI Applications and Linux RAC Upgrade** will fund the purchase of servers, software, associated equipment and services needed to upgrade Finance, HR and Budget systems.

A Capital Budget Amendment in the amount of \$2,535,000 is being requested to fund additional components being added to the system, including T&L management, overtime, personnel transaction forms, W2 and 1099 processing, and training and help desk services for users. This project was classified as a PL1 project without physical planning aspects of concern to the Planning Board in the 2020 Report on the Capital Project Requests adopted July 2, 2019.

There are no changes to the physical planning aspects of this project as reviewed by the Board; therefore, no further action by your Board is necessary.

cc: Blanca P. López, Acting Commissioner  
David S. Kvinge, Assistant Commissioner  
Michael Lipkin, Associate Planner

ACT No. \_\_\_\_\_ 2023

An Act amending the 2023 County  
Capital Budget Appropriations for  
Capital Project BIT50 AMS/CGI  
APPLICATIONS AND LINUX RAC  
UPGRADE

BE IT ENACTED by the Board of Legislators of the County of Westchester as follows:

Section 1. The Capital section of the 2023 County Budget is hereby amended as follows:

	Previous 2023 Appropriation	Change	Revised 2023 Appropriation
I. Appropriation	\$5,500,000	\$2,535,000	\$8,035,000

Section 2. The estimated method of financing in the Capital Section of the 2023 Westchester County Capital Budget is amended as follows:

II. METHOD OF FINANCING

Bonds and/or Notes	\$5,500,000	\$2,535,000	\$8,035,000
Non County Shares	\$0		\$0
Cash	\$0		\$0
Total	<u>\$5,500,000</u>	<u>\$2,535,000</u>	<u>\$8,035,000</u>

Section 3. The ACT shall take effect immediately.