

61634

**DATE:** February 20, 2018

**TO:** Board of Acquisition and Contract

**FROM:** Kenneth Jenkins  
Deputy County Executive

**RE: Request for authority to enter into an agreement with the Westchester County Historical Society (the "Society") pursuant to which the Society will provide various services relating to the collection and preservation of documentation, artifacts and properties significant to the history of Westchester County for the period January 1, 2018 through December 31, 2018 in an amount not to exceed \$154,000.00, pursuant to an approved budget**

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Authority is hereby requested for the County of Westchester (the "County") to enter into an agreement with the Society, pursuant to which the Society will provide various services relating to the collection and preservation of documentation, artifacts and properties significant to the history of the County, and to make such resources available to the public, for the period January 1, 2018 through December 31, 2018. In consideration for services rendered, the County will pay the Society an amount not to exceed \$154,000.00, payable quarterly pursuant to an approved budget.

The goals and objectives of the County's agreement with the Society are to serve as County Historian, providing all the services required by State Law. Approximately 15,000 citizens benefit annually from the programs the Historical Society provides:

- Approximately 500 - 600 patrons will visit the Historical Society's reading room, which is open Tuesdays and Wednesdays from 9:00 am to 4:00 pm;
- Approximately 1,300 requests for information from the public as well as from County and municipal governments and various organizations will be researched and responded to either by telephone or internet;
- Approximately 300 genealogical requests will be researched and responded to;
- The Westchester Historian, the Society's quarterly journal will be published and distributed throughout the County to libraries, schools and the Society's membership of approximately 750 people.

In addition to these goals, the Historical Society will continue to be a representative for the County to the Lyndhurst Council, the Bronx River Parkway Conservancy, the Lower Hudson Conference of Historical Agencies and the Westchester County Records Commission. The

Society will also, upon request, develop and present free programs to various civic groups and organizations, develop and install exhibits in the County Office Building, assess and assist with the archiving of various local collections, and assist local citizens and groups with applications to the State and National Register of Historical Places.

These goals and objectives will be tracked and monitored through the submission by the Society of quarterly activity reports to the County Executive's Office.

This Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)xiii thereof.

Your Honorable Board's approval of the attached resolution is most respectfully requested.

Attachment

KWJ/DI

**RESOLUTION**

Upon a communication from the Deputy County Executive, be it hereby

**RESOLVED**, that the County of Westchester (the “County”) is hereby authorized to enter into an agreement with the Westchester County Historical Society (the “Society”), for the provision of services related to the collection and preservation of documentation, artifacts and historic properties significant to the history of the County, and to make such resources available to the public in an amount not to exceed \$154,000, payable quarterly pursuant to an approved budget, for the period January 1, 2018 through December 31, 2018; and be it further

**RESOLVED**, that this Agreement is subject to County appropriations; and be it further

**RESOLVED**, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the “State Budget”) proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is authorized to execute said agreement and all documents necessary to effectuate the purposes hereof.

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	52	2175	5100		\$129,000
101	52	2508	5100		\$ 25,000

Budget Funding Year(s) 2018 Start Date: 1/1/18 End Date: 12/31/18

(must match resolution)

Funding Source

Tax Dollars \$154,000

State Aid \_\_\_\_\_

**\$154,000**

Federal Aid \_\_\_\_\_

(must match resolution)

Other \_\_\_\_\_