

13801

Date: August 23, 2010

To: The Honorable Board of Acquisition and Contract

From: Timothy C. Idoni
County Clerk

Re: Resolution to exempt from the Westchester County Procurement Policy an Agreement with Laura Laibowitz for the provision of consulting services for the Office of the County Clerk, pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy a contract with Laura Laibowitz for the provision of consulting services for the Office of the County Clerk for a term commencing on September 13, 2010 and terminating on December 10, 2010. Ms. Laibowitz will work two (2) days per week and will be paid at the per diem rate of \$377.22, for a total amount not-to-exceed \$9,808.00.

Ordinarily, under Section 5(a) of the Procurement Policy, the County is required to solicit quotations from no fewer than three persons customarily providing the required services. However, Ms. Laibowitz, who retired from the County Clerk's Office effective August 13, 2010, has provided the County of Westchester with twenty-seven years of service, the last twelve of which as Program Coordinator of our Land Records Division. Ms. Laibowitz's in-depth knowledge and expertise in the area of land records provide her with unique qualifications that are extremely valuable as we complete phase one of the implementation of the Property Records Electronic Portal (PREP) System in our Land Records Division. Further, over the last few weeks, our office has lost the head of each of our three divisions (Land, Legal and Licensing) and allowing Ms. Laibowitz to return as a consultant would facilitate our focus on transitioning our Legal and Licensing Divisions in the most cost-effective manner as well.

It should be noted that my Office has received a formal opinion from the County Attorney indicating that Ms. Laibowitz is not considered a reporting officer under the County Administrative Code and, as such, does not require a waiver from the Board of Legislators.

Pursuant to Section 3(a)xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interests of the County. For the reasons set forth above, it is proposed that the best interests of the County would be served by exempting the procurement of this agreement from the County Procurement Policy. Accordingly, a resolution to exempt the procurement of a consultant agreement with Laura Laibowitz, is hereby submitted for your consideration.

TCI/JPG/sw

Att.

APPROVED BOARD OF ACQUISITION & CONTRACT - 9-23-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon communication from Timothy C. Idoni, County Clerk, be it hereby

RESOLVED, that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting price quotations, is neither cost effective nor expedient, and accordingly, not in the best interests of the County in connection with the procurement of an agreement with Laura Laibowitz, 407 Furnace Dock Road, Cortlandt Manor, New York 10567, for consultant services for the Office of the County Clerk.

APPROVED BOARD OF ACQUISITION & CONTRACT - 9-23-2020 - JONARY VEIRA, SECRETARY