



Office of the District Attorney  
County of Westchester

MEMORANDUM

16399

HONORABLE MEMBERS  
BOARD OF ACQUISITION AND CONTRACT

12/22/10

JANET DiFIORE  
DISTRICT ATTORNEY

**RESOLUTION AUTHORIZING THE COUNTY OF WESTCHESTER TO ENTER INTO AN AGREEMENT WITH PRECISE TRANSLATION, L.L.C. IN THE AMOUNT OF \$52,000 FOR THE PROVISION OF PROFESSIONAL INTERPRETATION AND TRANSLATION SERVICES FOR THE WESTCHESTER COUNTY DISTRICT ATTORNEY'S OFFICE FOR THE PERIOD JANUARY 1, 2011 THROUGH DECEMBER 31, 2011, PURSUANT TO AN APPROVED BUDGET**

Authority is sought for the County of Westchester to enter into an agreement with Precise Translation L.L.C. in the amount of \$52,000 for the provision of professional interpretation and translation services for the Westchester County District Attorney's Office for the period January 1, 2011 through December 31, 2011, pursuant to an approved budget.

The general welfare and public safety of the citizens of Westchester is served by providing the District Attorney's Office with the necessary professional translation and interpretation services it requires for Grand Jury proceedings, witness interviews, and court proceedings, in order to most effectively prosecute cases.

The County has complied with the Westchester County Procurement Policy. On or about November 2010, the District Attorney's Office issued a formal request for quotations ("RFQ") to four firms providing translation services for calendar year 2011. No other company responded to the RFQ. In addition, Precise Translations has performed this service for the District Attorney's Office for a number of years and has performed in an exemplary manner, and as such the contract was awarded to them.

Accordingly, your favorable action on the annexed Resolution is most respectfully requested.

**RESOLUTION**

Upon a communication from Janet DiFiore, District Attorney, be it hereby

**RESOLVED**, that authority is granted to the County of Westchester to enter into an agreement with Precise Translations, L.L.C. for the provision of professional translation and interpretation services for the Westchester County District Attorney's Office in an amount not to exceed \$52,000 for the period January 1, 2011 through December 31, 2011 pursuant to an approved budget; and it is further,

**RESOLVED**, that the District Attorney or her duly authorized designee be and hereby is authorized and empowered to execute this agreement for the County of Westchester.

Fund	Dept	Major Program	Object/Sub Object	Trust Account	Dollars	
101	37	0010	4906		\$52,000	

Budget Funding Year(s) 2011 Start Date 1/01/2011 End Date 12/31/2011  
 (must match resolution)

Funding Source Tax Dollars \$52,000.00

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

\$ \$52,000 Federal Aid \_\_\_\_\_

(must match resolution) Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 1-13-2011 J. MARINIERA, SECRETARY