

November 26, 2012

**30774**

TO: Board of Acquisition and Contract

FROM: Kevin Cheverko  
Commissioner of Correction

RE: **Resolution authorizing the County Of Westchester to execute its second of two options to extend its agreement with Partners in Safety, Inc., pursuant to which Partners in Safety provides medical screening of for correction officer candidates in an amount not to exceed Twenty Thousand Dollars per year, for a one-year period commencing January 1, 2013 and terminating December 31, 2013, renewable at Westchester County's option for up to one one-year additional period**

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Authority is requested for the County of Westchester (the "County") acting by and through its Department of Corrections (the "Department") to exercise its second of two options to renew its agreement with Partners In Safety, Inc., (the "Contractor") pursuant to which the Contractor provides medical testing for correction officer candidates, for which the County will pay the Contractor an amount not to exceed Twenty Thousand (\$20,000.00) Dollars, pursuant to an approved budget for the one year period commencing January 1, 2013 and continuing through December 31, 2013, renewable at the County's option for up to two additional one-year terms.

On March 10, 2011, your Honorable Board authorized the County to enter the Agreement commencing January 1, 2011 and terminating December 31, 2011. On January 12, 2012 your Honorable Board authorized the County to exercise its first renewal option agreement commencing January 1, 2012 and terminating December 31, 2012. The agreement and the first one-year extension were subsequently executed.

This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) viii of the Policy.

The goals and objectives of this Agreement are to promote workplace safety by insuring that candidates for the position of correction officer meet rigorous pre-employment medical screening standards, and to insure the highest standards of medical fitness prior to the appointment of candidates to correction officer positions. The Department of Correction and Partners in Safety will work in a collaborative manner to insure the conduct of the medical screening and the reporting of testing results are conducted in a timely, confidential, and professional manner

The Department is satisfied with the services provided by vendor Partners in Safety during the term of its previous contract. Utilizing an in-person medical evaluation, the Contractor effectively screened all candidates for the position of Correction Officer. In 2010, the Contractor screened 50 candidates, one of whom was excluded from employment based upon the results of the medical screening. This vetting process allowed the Department to restrict an individual who was determined to be unsuitable for employment in a correctional setting due to an existing medical condition, furthering the Department's goal of maintaining a high caliber of workforce committed and ensuring public safety

The goals will be tracked by direct contact between the Special Investigations Unit and the vendor, spot checks of the screening process (i.e. ensuring that candidates are examined for the full duration of time required under the contract), firsthand review of all final reports and invoices generated by the vendor by the Special Investigations Unit supervisors.

The public purpose is to ensure that the Department successfully screens all candidates in an effort to ensure that it is offering employment to individuals who are psychologically suited for working in a correctional setting.

Accordingly, approval of the attached resolution is most respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/23/2013 - JIMMY VIEIRA, SECRETARY

## RESOLUTION

Upon a communication from the Commissioner of Correction, be it hereby

**RESOLVED**, that the County of Westchester, acting by and through its Department of Correction, is authorized to execute the second of two options to renew its an agreement with Partners in Safety, Inc. (the "Contractor"), pursuant to which the Contractor will provide medical testing for correction officer candidates, for which the County will pay the Contractor an amount not to exceed Twenty Thousand (\$20,000.00) Dollars, pursuant to an approved budget for the one year period commencing January 1, 2013 and expiring December 31, 2013, renewable at the County's option for up to one additional one-year term; 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; and be it further

**RESOLVED** that the County Executive or his authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
<b>101</b>	<b>35</b>	<b>1000</b>	<b>4380</b>		<b>\$20,000</b>

Budget Funding Year(s) 2013 Start Date 1/1/2013 End Date 12/31/2013  
(must match resolution)

Funding Source Tax Dollars \$20,000

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

\$ 20,000 Federal Aid \_\_\_\_\_  
(must match resolution)

Other \_\_\_\_\_