



34666

To: Board of Acquisition and Contract

From: Timothy C. Idoni
Westchester County Clerk

John McCaffrey
Chief Information Officer
Department of Information Technology

Date: June 24, 2013

Re: **Authority to enter into no cost license agreements with local municipalities and state and federal offices for remote access to the Westchester County Clerk's Land and Legal Public Viewer for a one (1) year period commencing January 1, 2014 and continuing through December 31, 2014, with the County Clerk's Office reserving an option to extend the agreements for up to four (4) additional one year periods**

By resolution approved on October 9, 2008 (the "October 9th Resolution"), your Honorable Board authorized the County of Westchester to enter into no cost license agreements with local municipalities and state and federal offices, on an as needed basis, for remote access to the Westchester County Clerk's Land and Legal Public Viewer for a period of one (1) year with the County Clerk's option to extend the agreements for four additional one year periods. The last extension option for the agreements authorized by the October 9th Resolution is due expire on December 31, 2013. In order enable local municipalities and state and federal offices to continue to access these online services going forward, the County Clerk's Office seeks authority from your Honorable Board to renew the authority for the County to enter into these agreements for an additional one year period commencing on January 1, 2014, with an additional option for four one-year extensions.

Accordingly, authority is respectfully requested for the County of Westchester, acting by and through the Office of the County Clerk, to enter into no cost license agreements with local municipalities and state and federal offices, on an as needed basis, for remote online access to the Westchester County Clerk's Land and Legal Public Viewer, now officially known as *Westchester Records Online*, for a one (1) year period commencing January 1, 2014 and continuing through December 31, 2014, with the County Clerk's Office reserving an option to

extend the term of the license agreements for up to four (4) additional one year periods upon the same terms and conditions.

The goals and objectives of these agreements will be to provide governmental offices with a license for a designated number of users to have remote online access to the Westchester County Clerk's Land and Legal Public Viewer. The goals and objectives are in the best interests of the County because remote access will streamline the process of records searches for our government partners, thereby alleviating some of the overcrowding in the County Clerk's office. These agreements will be monitored by the County Clerk's Office to ensure compliance with the license terms.

The agreements are exempt from the Westchester County Procurement Policy pursuant to Section 3(b) thereof.

It should be noted that the terms of the proposed license agreement form have been reviewed and approved by the Department of Information Technology. Based upon the benefits to be realized by these license agreements, approval of the attached Resolution is most respectfully recommended.

TCI/JM/jpg
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/10/2013 - 3011111111 SECRETARY

RESOLUTION

Upon a communication from the County Clerk, and the Chief Information Officer, be it hereby

RESOLVED, that the County of Westchester is authorized to enter into no cost license agreements with local municipalities and state and federal offices on an as needed basis for remote online access to the Westchester County Clerk’s Land and Legal Public Viewer, now officially known as *Westchester Records Online*, for a one year period commencing January 1, 2014 and continuing through December 31, 2014, with the County Clerk’s office reserving an option to extend the term of the license agreements for up to four (4) additional one year periods upon the same terms and conditions, and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be charged/credited

| Fund | Dept. | Major Program, Program & Phase Or Unit | Object/ Sub Object | Trust Account | Dollars |
|------|-------|--|--------------------|---------------|---------|
| | | | | | \$ 0 |
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Budget Funding Year(s)
(must match resolution)

Start Date: 01-01-2014

End Date: 12-31-2018

Funding Source: Tax Dollars _____
 State Aid _____
 Federal Aid _____
 Other _____

_____ \$0
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACTS 07/18/2013 - DOMARY VIERA, SECRETARY