

**47146**

**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** Robin Schlaff  
Director, Office for Women

**DATE:** June 4, 2015

**SUBJECT:** Resolution authorizing the County of Westchester to enter into an agreement with Manhattanville College to use the East Room, 2<sup>nd</sup> floor of Benziger Hall on October 22, 2015 to host the Westchester County Police Conference.

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The County of Westchester, acting by and through its Office for Women, is requesting authority to enter into an agreement with Manhattanville College (the "College") pursuant to which the College will grant to the County, and the County will accept, a permit to use the College's premises and facilities located in the East Room, 2<sup>nd</sup> floor of Benziger Hall on Thursday, October 22, 2015, between 8:00am and 4:00pm in order to host the Westchester County Police Conference (the "Agreement").

Under the proposed Agreement, the College is waiving the permit fee and requesting only that the County sign a general release whereby the County will agree to use the premises and facilities at its own risk, and further, be responsible for *any* damage caused by the County or its representatives or those acting under the County's direction, to the premises or facilities of the College.

The proposed Agreement will serve a public purpose by providing a forum to educate local police and probation officers on domestic violence and sexual violence issues to benefit the community.

This agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(b) thereof.

Accordingly, I most respectfully recommend the adoption of the annexed Resolution.

Attachment

**RESOLUTION**

Upon a communication from the Director of the Office for Women, be it hereby

**RESOLVED**, that the County of Westchester (“County”), acting by and through its Office for Women, is hereby authorized to enter into an agreement with Manhattanville College (the “College”) pursuant to which the College will grant to the County, and the County will accept, a permit to use the College’s premises and facilities located in the East Room, 2<sup>nd</sup> floor of Benziger Hall on Thursday, October 22, 2015, between 8:00am and 4:00pm in order to host the Westchester County Police Conference (the “Agreement”); and be it further

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**RESOLVED**, that the County Executive or his authorized designee is authorized and empowered to execute and deliver all instruments and take all actions necessary or appropriate to effectuate the purposes hereof.

Account to be Charged/credited	Fund	Agency	Capital Project Or Org	Object/ Sub Object	Trust Account	Activity	Dollars

Budget Funding Year(s) \_\_\_\_\_ Start Date 10/22/2015 End Date 10/22/2015  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
 Federal Aid \_\_\_\_\_  
 (must match resolution) Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - OCT 22 2015 - JOAN COUGHRAN, SECRETARY