



Robert P. Astorino  
County Executive

51505

Date: March 10, 2016

To: Board of Acquisition and Contract

From: Kevin J. Plunkett  
Deputy County Executive

Re: Resolution to exempt from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof, an agreement with DigiTrans Language Solutions LLC, pursuant to which it will provide Spanish translation services for the Communications Office of the County Executive's Office.

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Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures an agreement between the County of Westchester (the "County") and DigiTrans Language Solutions LLC ("DigiTrans"), pursuant to which DigiTrans will provide Spanish translation services for the Communications Office of the County Executive's Office (the "Communications Office"), for things such as news releases and brochures, for the period from March 10, 2016 through March 9, 2017.

DigiTrans has provided Spanish translation services for the Communications Office since 2014. The expertise and knowledge of DigiTrans has proven to be essential to the County's communication with the Hispanic community. The ability of DigiTrans to quickly interpret complex material—especially for time-sensitive matters—has been particularly vital for the County. Based on its experience in working with the County, DigiTrans is now able to interact quickly and seamlessly with the Communications Office. This quick, seamless interaction is very important and beneficial to the County, and it would take another vendor substantial time to develop the same kind of high-quality working relationship.

Based upon the foregoing, it is proposed that the best interests of the County would be served by exempting this agreement from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof. Therefore, a resolution to exempt this procurement is hereby submitted for your consideration.

KJP/DO/bdm/nn

## **RESOLUTION**

Upon a communication from the Deputy County Executive, 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 proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester (the "County") in connection with the procurement of an agreement with DigiTrans Language Solutions LLC ("DigiTrans"), pursuant to which DigiTrans will provide Spanish translation services for the Communications Office of the County Executive's Office, for the period from March 10, 2016 through March 9, 2017.

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/07/2016  
LESLIE M. PASK, SECRETARY