



Westchester Community College

State University of New York

On Base: 78309

July 30, 2020

To: Board of Acquisition and Contract

From: Belinda S. Miles, President

Re: Authority to enter into an agreement with Corporate Cost Control, Inc. for the provision of consultant services in connection with unemployment claims administration and related matters commencing January 1, 2020 and terminating on December 31, 2023.

Authorization is requested from your Honorable Board for the County of Westchester, acting by and through Westchester Community College (the "College"), to enter into an agreement with Corporate Cost Control, Inc. for the provision of consultant services in connection with unemployment claims administration and related matters, including, but not limited to, unemployment insurance hearings and reporting, for a term commencing on January 1 2020 through December 31, 2023. The College will pay an annual fee of \$ 2,800.00 for the first year, \$2,880.00 for the second year, \$2,968.00 for the third year and \$3,056.00 for the fourth year, resulting in a total amount not-to-exceed \$11,715.00 for the term of the Agreement. The parties will cross indemnify each other for third party claims arising from their respective (i) breaches of the agreement and/or (ii) negligence or intentional, wrongful act or omission.

Corporate Cost Control has been providing these services to the College for several years and during that time has gained great familiarity with the employment policies and operations of the College. Their performance has been more than satisfactory and the compensation that would be paid to them over the four-year term is more than reasonable.

A resolution exempting this procurement from the operation of the Westchester County Procurement Policy has also been submitted to your Honorable Board, which must be approved before this resolution is considered.

An appropriate resolution is hereby submitted for your consideration.

BSM:smg
Attachment

RESOLUTION

Upon a communication from the President, Westchester Community College, be it hereby

RESOLVED, that the County of Westchester, acting by and through Westchester Community College (the "College") is hereby authorized to enter into an agreement with Corporate Cost Control, Inc. for the provision of consultant services in connection with unemployment claims administration and related matters; and be it further

RESOLVED, that the term of the agreement shall be from January 1, 2020 through December 31, 2023. The College will pay an annual fee of \$ 2,800.00 for the first year, \$2,880.00 for the second year, \$2,968.00 for the third year and \$3,056.00 for the fourth year, resulting in a total amount not-to-exceed \$11,715.00 for the term of the Agreement. The parties will cross indemnify each other for third party claims arising from their respective (i) breaches of the agreement and/or (ii) negligence or intentional, wrongful act or omission; 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
	010	0130		4425		\$11,715.00

Budget Funding Year(s) 2020-2023 Start Date: 1/1/20 End Date: 12/31/23

(must match resolution)

Funding Source: Tax Dollars \$2,878.00 Contractor Federal I.D. No./
 Social Security No.:
 State Aid \$ 3,230.00
\$11,715.00 Federal Aid _____ Vendor No.: _____

(must match resolution)

Other \$ 5,607.00 (Tuition) Encumbrance No.:_