

Memorandum
Office of the County Executive

April 20, 2010

TO: Board of Acquisition and Contract

FROM: Kevin J. Plunkett
Deputy County Executive

RE: **Authority to enter into an agreement with the Westchester County Historical Society (the "Society") pursuant to which the Society will provide various services relating to the collection and preservation of documentation, artifacts and properties significant to the history of Westchester County for the period from January 1, 2010 through December 31, 2010 for an amount not-to-exceed \$89,688, pursuant to an approved budget.**

Authority is hereby requested for the County of Westchester (the "County") to enter into an agreement with the Westchester County Historical Society (the "Society"), pursuant to which the Society will provide various services relating to the collection and preservation of documentation, artifacts and properties significant to the history of the County, and to make such resources available to the public, for the period from January 1, 2010 through December 31, 2010. In consideration for services rendered, the County will pay the Society an amount not-to-exceed \$89,688, pursuant to an approved budget, in quarterly installments as follows: the first quarter payment will be \$24,913; the second and third quarter payments will be \$21,592; and the fourth quarter payment will be \$21,591.

The goals and objectives of this contract are for the Historical Society to serve as County Historian, providing all the services defined in State Law. While the Society's appointment as County Historian expired on December 31, 2009, legislation to continue that appointment is being submitted and it will be retroactive to January 1, 2010.

Approximately 12,000 citizens benefit annually from the programs the Historical Society provides:

- Approximately 625 patrons will visit the Historical Society's reading room, which is open Tuesdays and Wednesdays from 9:00 am to 4:00 pm;
- Approximately 1,456 requests for information from the public as well as from County and municipal governments and various organizations will be researched and responded to either by telephone or internet;
- Approximately 500 genealogical requests will be researched and responded to;
- The Westchester Historian, the Society's quarterly journal will be published and distributed throughout the County to libraries, schools and the Society's membership of approximately 800 people.

In addition to these goals, the Historical Society will continue to be a representative for the County to the Historic Preservation Advisory Committee, the Lyndhurst Council, the Bronx River Parkway Conservancy, the Lower Hudson Conference of Historical Agencies and the Westchester County Records Commission. The Society will also, upon request, develop and present free programs to various civic groups and organizations, develop and install exhibits in the County Office Building, assess and assist with the archiving of various local collections, and assist local citizens and groups with applications to the State and National Register of Historical Places.

These goals and objectives will be tracked and monitored through the submission by the Society, of quarterly activity reports to the County Executive's Office.

If this resolution were not approved, future generations would not have access to nor benefit from Westchester County's rich historical archives.

This Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)xiii thereof.

Your Honorable Board's approval of the attached resolution is most respectfully requested.

KJP/JPG/sw
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 4-29-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from Kevin J. Plunkett, Deputy County Executive, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement with the Westchester County Historical Society (the "Society"), pursuant to which the Society shall, as the duly appointed County Historian, provide various services relating to the collection and preservation of documentation, artifacts and properties significant to the history of the County, and to make such resources available to the public, for the period from January 1, 2010 through December 31, 2010; and be it further

RESOLVED, that in consideration for services to be rendered, the County shall pay the Society an amount not-to-exceed \$89,688, pursuant to an approved budget, in quarterly installments as follows: the first quarter payment shall be \$24,913; the second and third quarter payments shall be \$21,592; and the fourth quarter payment shall be \$21,591; 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. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute said agreement and all documents necessary to effectuate the purposes hereof.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	52	2175	5100		\$89,688

Budget Funding Year(s) 2010 Start Date 01-01-2010 End Date 12-31-2010

(must match resolution)

Funding Source Tax Dollars \$89,688

State Aid _____

\$ 89,688 Federal Aid _____

(must match resolution) Other _____