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DATE: May 13, 2010

TO: Board of Acquisition and Contract

FROM: Mae Carpenter, Commissioner
Department of Senior Programs and Services

RE: Authority to exempt from the Westchester County Procurement Policy an Agreement with the Westchester Marriott for the provision of catering services for approximately 600 persons who will be attending the annual "Hall of Fame" luncheon on December 3, 2010, pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures.

Authority is hereby requested from your Board to exempt from the Westchester County Procurement Policy a contract with the Westchester Marriott for the provision of catering services for approximately 600 persons who will be attending the annual "Hall of Fame" luncheon on December 3, 2010 for an amount not to exceed \$22,000, pursuant to an approved budget.

Ordinarily, under Section 5(b) of the Procurement Policy, the County is required to solicit written quotations from no fewer than three persons customarily providing the required services. However, it is proposed that compliance with the Procurement Policy would not be in the best interests of the County with respect to this procurement because the Westchester Marriott has provided exemplary food and service for our Annual Hall of Fame luncheon for the past 27 years. The ballroom of the Marriott is at ground level and easily accessible for seniors, their guests and for busload delivery of senior groups. In addition, the ballroom of the Marriott has enough space to handle 600 people plus provide a dance floor/stage for our ceremony and after lunch dancing. The quality of the food at the luncheon is excellent, especially for a crowd of this size. Special diets are also accommodated.

Pursuant to Section 3(a) xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interests of the County. For the reasons set forth above, it is proposed that the best interests of the County would be served by exempting the procurement of this agreement from the County Procurement Policy. Accordingly, a resolution to exempt the procurement with the Westchester Marriott is hereby submitted for your Board's consideration.

RESOLUTION

Upon a communication from the Commissioner of the Department of Senior Programs & Services, 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 price quotations, is neither cost effective nor expedient, and accordingly, not in the best interests of the County in connection with the procurement of an agreement with the Westchester Marriott, 670 White Plains Road, Tarrytown, New York for the provision of catering services for approximately 600 persons who will be attending the annual "Hall of Fame" luncheon on December 3, 2010.

APPROVED BOARD OF ACQUISITION & CONTRACT - 5/28/2010 - JUDARY VEIR, SECRETARY