



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

21747

DATE: September 15, 2011

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Kevin M. McGuire
Commissioner, Department of Social Services

SUBJECT: Resolution to exempt from the Westchester County Procurement Policy, pursuant to Section 3(a)(xxi) thereof, an agreement with Harquin Graphics, Inc. d/b/a Harquin Creative Group for ongoing website management and training; website functionality extensions; and ongoing website hosting

Authority is respectfully requested from your Honorable Board to exempt from the Westchester County Procurement Policy an agreement between the County of Westchester (the "County"), acting by and through the Department of Social Services, Office of Workforce Investment (the "Department"), on behalf of the Westchester Putnam Local Workforce Investment Board (the "WPLWIB"), and Harquin Graphics, Inc. d/b/a Harquin Creative Group ("Harquin"), pursuant to which Harquin will provide ongoing One Stop Employment Center ("One Stop") website management and training, including, but not limited to, monthly meetings with One Stop staff; website functionality extensions, including, but not limited to, the addition of a 'virtual job fair' portal/module; and ongoing website hosting, for an amount not to exceed \$23,500, pursuant to an approved budget, for the period July 1, 2011 through June 30, 2012, with the County having the sole option to extend the term for up to two (2) additional one (1) year periods.

This procurement would normally be done through a competitive process pursuant to the County's Procurement Policy. However, Harquin previously designed the One Stop website on a private, proprietary system. Accordingly, it would be most cost effective to have the website remain on the current system. Notwithstanding the issue regarding the proprietary system, Harquin's experience and familiarity with the website makes them the best choice to continue providing such services to the County.

Therefore, it is proposed that the best interests of the County would be served by exempting this agreement from the Westchester County Procurement Policy, pursuant to Section

3(a)(xxi) thereof. Accordingly, a resolution to exempt this procurement is hereby submitted for your consideration.

I most respectfully recommend approval of attached resolution.

KMM/DB/bdm/nm

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/03/2011 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Westchester County Department of Social 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 proposals, 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 Harquin Graphics, Inc. d/b/a Harquin Creative Group for ongoing website management and training, including, but not limited to, monthly meetings with One-Stop staff; website functionality extensions, including, but not limited to, the addition of a 'virtual job fair' portal/module; and ongoing website hosting.

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/06/2017 JOSEPH WEIRA, SECRETARY