

42487

October 7, 2014

To: The Honorable Board of Acquisition and Contract

From: Jay T. Pisco, P.E.
Commissioner of Public Works and Transportation

Mary J. Mahon
Director of Real Estate

Re: **Authority to enter into a five-year License Agreement with Greater Hudson Heritage Network for the use of space at the Westchester County Archives for the period October 1, 2014 through September 30, 2019. (License Agreement No. 14-947)**

Authority is requested for the County of Westchester to enter into a five (5) year license agreement with Greater Hudson Heritage Network (“Heritage Network”) for the use of approximately 432 square feet of space at the Westchester County Archives located at 2199 Saw Mill River Road, Elmsford, New York for the term October 1, 2014 through September 30, 2019, for a license fee of \$1.00 per year.

The proposed license is in the best interests of the County of Westchester since the Heritage Network provides important functions in preserving historical records and the history of the County which benefits all residents of the County. Since its founding in 1985, the Heritage Network’s mission has been to serve Hudson Valley museums and historic communities to create effective, professional stewards of regional history and culture. The Heritage Network has been located at the County Archives since its inception in 1985 and has partnered with the County Archives to ensure best practices for the security and maintenance of public history collections, to complement the County Archives collection of public records with its rich library of private historical records, and to collaborate with the County Archives in the presentation of historical exhibits and on-line digital collections.

The goal of this agreement is to provide space to the Heritage Network so that the County can continue its partnership with the Heritage Network thereby ensuring the availability of historical documents in order to benefit all Westchester residents. The license agreement will be monitored by the Department of Public Works and Transportation in conjunction with the County Archives. The public purpose of this license is to provide needed services to the public and to the County Archives.

This license is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(b) thereof.

Your approval of the attached resolution is respectfully requested.

RESOLUTION

Upon a communication from the Commissioner of Public Works and Transportation and the Director of Real Estate, be it hereby

RESOLVED, that the County of Westchester is authorized to enter into a license agreement with Greater Hudson Heritage Network for the use of approximately 432 square feet of space at the Westchester County Archives, located at 2199 Saw Mill River Road, Elmsford, New York for the term commencing October 1, 2014 and terminating September 30, 2019, with a license fee of \$1.00 per year; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute all documents and take any actions necessary and appropriate to effectuate the purposes of this Resolution.

Agreement No. 14-947

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	46	3300	9274		\$1.00 (2014)
	101	46	3300	9274		\$1.00 (2015)
	101	46	3300	9274		\$1.00 (2016)
	101	46	3300	9274		\$1.00 (2017)
	101	46	3300	9274		\$1.00 (2018)

Budget Funding Year(s) 2014-2019 Start Date 10/01/14 End Date 09/30/19
 (must match resolution)

Funding Source: Tax Dollars _____
 State Aid _____
 \$5.00 Federal Aid _____
 (must match resolution) Other Revenue _____