



Robert P. Astorino  
County Executive

Hon. Michael Kaplowitz  
Chairman

47204

Date: June 8, 2015

To: Honorable Board of Acquisition and Contract

From: Honorable Robert P. Astorino  
Westchester County Executive

Honorable Michael Kaplowitz  
Chairman, Westchester County Board of Legislators

Re: **Resolution to exempt from the Westchester County Procurement Policy an Agreement with the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! ("Volunteer NY") pursuant to which Volunteer NY will conduct both a program to encourage volunteerism, known as "Mobilizing More Volunteers," and a program to assist local not-for-profits in handling additional volunteers, known as "Building the Capacity of Local Nonprofits," pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures**

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy a contract with the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! ("Volunteer NY") pursuant to which Volunteer NY will conduct both a program to encourage volunteerism, known as "Mobilizing More Volunteers," and a program to assist local not-for-profits in handling additional volunteers, known as "Building the Capacity of Local Nonprofits" (the "Agreement"). The term of the Agreement will commence April 1, 2015 and continue through December 31, 2015. In consideration for services to be rendered, the County will pay the Volunteer Center a sum not to exceed \$40,170.00, payable one half upon execution of the contract and the balance upon receipt of a final report which is due thirty days after completion of the contract.

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, Volunteer NY has a high level of expertise in both successfully encouraging volunteerism and educating organizations about how to handle additional volunteers. Moreover, its pre-existing network of prospective volunteers and organizations that are interested in recruiting volunteers will help Volunteer NY meet the goals of the "Mobilizing More Volunteers" and

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“Building the Capacity of Local Nonprofits” programs more expeditiously than another contractor likely could. Furthermore, Volunteer NY has previously satisfactorily provided these types of services to Westchester County.

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. Given Volunteer NY’s experience, capabilities, and past work for Westchester County, 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 Volunteer Center is hereby submitted for your consideration.

RPA/MK/eos

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/02/2015 JOHN P. CUCINELLI, SECRETARY

## RESOLUTION

Upon a communication from the Westchester County Executive and the Chairman of the Westchester Board of Legislators, 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 the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! to provide both a program to encourage volunteerism, known as “Mobilizing More Volunteers,” and a program to assist local not-for-profits in handling additional volunteers, known as “Building the Capacity of Local Nonprofits.”

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/09/2015 - JOHN COCCIARDI, SECRETARY