

#50237



Memorandum
Department of Human Resources

DATE: December 30, 2015

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Helen May
2nd Deputy Commissioner, Department of Human Resources

SUBJECT: Authority for the County of Westchester (the "County") to enter into an agreement with Human Resources Research Organization (the "Contractor") pursuant to which the Contractor will provide test services for correction officer selection for a term from on January 15, 2016 and through December 1, 2016, for an amount not to exceed \$21,102.00.

Authority is requested for the County acting by and through its Department of Human Resources (the "Department") to enter into an agreement with the Contractor pursuant to which the Contractor will provide test services for correction officer selection for a term from January 15, 2016 and through December 1, 2016, for an amount not to exceed \$21,102.00 (the "Agreement").

Exemption of this Agreement from the requirements of the Westchester County Procurement Policy, pursuant to section 3(a) xxi thereof, has been sought by separate resolution submitted to your Honorable Board on even date herewith.

The proposed Agreement will **serve a public purpose** by helping to ensure the selection of a sufficient number of qualified correction officers, and thereby enhance the safety of county residents.

The **goals and objectives** of the proposed Agreement shall be to conduct sufficient agility tests to select qualified correction officers.

The **goals and objectives** of the proposed Agreement is in the **County's best interest regarding fiscal responsibility** as the Contractor has a test design already in place for the county.

The **goals and objectives** of the proposed Agreement **shall be tracked and monitored** by the staff of the Department.

Accordingly, I most respectfully recommend the adoption of the annexed Resolution.

RESOLUTION

Upon a communication from the 2nd Deputy Commissioner of Human Resources, be it hereby

RESOLVED, that the County of Westchester (the "County") acting by and through its Department of Human Resources, is hereby authorized to enter into an agreement with the Human Resources Research Organization (the "Contractor") pursuant to which the Contractor will provide test services for correction officer selection for a term January 15, 2016 and through December 1, 2016, for an amount not to exceed \$21,102.00; 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 hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	12	6010	4909		21,102

Budget Funding Year(s): 2016 Start Date: 01/15/2016 End Date: 12/1/2016
(must match resolution)

Funding Source	Tax Dollars:	<u>21,102</u>
	State Aid:	_____
<u>\$21,102</u>	Federal Aid:	_____
(must match resolution)	Other:	_____