

#50239



Memorandum  
Department of Human Resources

DATE: December 30, 2015

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Helen May  
2<sup>nd</sup> Deputy Commissioner, Department of Human Resources

SUBJECT: Request authority to exempt from the County of Westchester's (the "County") Procurement Policy 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 January 15, 2016 and through December 1, 2016, for an amount not to exceed \$21,102.00.

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Authority of your Honorable Board is hereby requested to exempt from the Westchester County Procurement Policy an agreement between the County acting by and through its Department of Human Resources (the "Department") and 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 (the "Agreement").

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. The Department hereby seeks to exempt the Agreement from the requirements from the Procurement Policy.

The Contractor created the agility test in 2002 for County purposes, at a cost of \$138,626, so it would not be cost effective nor expedient to engage a different contractor to create a new test when we have a test design that has already been paid for and meets the county's needs.

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 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 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.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/21/2016 - USMIRIAJ, SECRETARY