

Robert P. Astorino
County Executive

Department of Probation

Rocco A. Pozzi
Commissioner

51757

Date: April 12, 2016

To: The Honorable Board of Acquisition and Contract

From: Rocco A. Pozzi
Commissioner, Department of Probation

Re: Resolution to enter into a one year agreement with DCA Consulting Services, LLC commencing on April 1, 2016 for the provision of polygraph services to the Department of Probation's Sex Offender Unit in an amount not-to exceed \$40,000.00.

The Department of Probation (the "Department") requires polygraph testing services as part of the containment approach utilized by the Sex Offender Unit for the treatment/supervision of sex offenders sentenced to probation. In accordance with the County's Procurement Policy, the Department of Probation solicited bids via a Request for Proposal resulting in two applications for the contract as follows: Vescio Family Advisors, LLC and DCA Consulting Services LLC. The winning bid was established with respect to criteria which included appropriate training in general polygraph testing, training in Post-Conviction Sex Offender Testing (PCSOT), experience in the field of polygraph testing with a special emphasis on PCSOT, availability of the examiner, fee structure and performance in the interview process. Following interviews of the bidders, performed by a four person committee, results of the criteria were tabulated and it was decided that the winning bid was DCA Consulting Services, LLC. Based on the information gleaned from the process, the Department recommends contracting with DCA Consulting Services LLC for these services as it would be in the best interests of the County. The objective of this contract is to provide an additional treatment and supervision tool in monitoring adult sex offenders. The Department will monitor the performance of DCA Consulting Services LLC to ensure compliance with the contract terms.

Approval of the attached resolution is respectfully requested.

RAP/EVV
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/26/2016 - LISA MRIJAJ, SECRETARY

RESOLUTION

Based upon a communication from the Commissioner of Probation, be it hereby

RESOLVED, that the County of Westchester is authorized to enter into a one year contract with DCA Consulting Services, LLC to provide polygraph testing services to the Department of Probation's Sex Offenders Unit for a one year term commencing on April 1, 2016, at the rate of \$525 for an Instant Offense examination, \$525 for a Maintenance/Monitoring examination and \$600 for a Full disclosure Sex Offense history examination, with a total contract amount not to exceed \$40,000.00; 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 authorized designee is hereby authorized to execute the above agreement on behalf of the County of Westchester; and to take all other action necessary to effectuate the purposes hereof.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
101	39	1000	4380		\$40,000

Budget Funding Year(s) 2016 Start Date 04/01/2016 End Date 03/31/2017
(must match resolution)

Funding Source Tax Dollars \$40,000.00

State Aid _____

\$ 40,000.00 Federal Aid _____

(must match resolution)

Other _____

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