



Westchester Community College

State University of New York

51919

April 27, 2016

To: Board of Acquisition and Contract

From: Belinda S. Miles
President

Re: Authority to enter into an agreement with Corporate Cost Control, Inc. for the provision of consultant services in connection with unemployment claims administration and related matters

Authorization is requested from your Honorable Board for the County of Westchester, acting by and through Westchester Community College (the "College"), to enter into an agreement with Corporate Cost Control, Inc. for the provision of consultant services in connection with unemployment claims administration and related matters, including, but not limited to, unemployment insurance hearings and reporting, for a term commencing January 1, 2016 through December 31, 2019. The College will pay an annual fee of \$2,800 payable quarterly, resulting in a total amount of \$11,200 for the term of the agreement. The parties will cross indemnify each other for third party claims arising from their respective (i) breaches of the agreement and/or (ii) negligence or intentional, wrongful act or omission.

Corporate Cost Control has been providing these services to the College for a number of years and during that time has gained great familiarity with the employment policies and operations of the College. Their performance has been more than satisfactory and the compensation that would be paid to them over the four-year term is more than reasonable.

A resolution exempting this procurement from the operation of the Westchester County Procurement Policy has also been submitted to your Honorable Board.

An appropriate resolution is hereby submitted for your consideration.

BSM:me
Attachment

RESOLUTION

Upon a communication from the President, Westchester Community College, be it hereby

RESOLVED, that the County of Westchester acting by and through Westchester Community College (the "College") is hereby authorized to enter into an agreement with Corporate Cost Control, Inc. for the provision of consultant services in connection with unemployment claims administration and related matters; and be it further

RESOLVED, the term of the agreement shall be from January 1, 2016 through December 31, 2019. The College will pay an annual fee of \$2,800 payable quarterly, resulting in a total amount of \$11,200 for the term of the agreement. The parties will cross indemnify each other for third party claims arising from their respective (i) breaches of the agreement and/or (ii) negligence or intentional, wrongful act or omission; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

| Account to be Charged/Credited | Fund | Dept. | Major Program, Program & Phase Or Unit | Object/ Sub Object | Trust Account | Dollars |
|--------------------------------|------|-------|--|--------------------|---------------|----------|
| | 010 | 0130 | | 4425 | | \$11,200 |
| | | | | | | |
| | | | | | | |

Budget Funding Year(s) 2015/16-19/20 Start Date: 1/1/16 End Date: 12/31/19
 (must match resolution)

Funding Source: Tax Dollars \$2,576 Contractor Federal I.D. No./ Social Security No.:

State Aid \$3,136

\$11,200 Federal Aid _____ Vendor No.:

(must match resolution) Other \$5,488 (Tuition) Encumbrance No.: _____