

61461

DATE: February 13, 2018

TO: Board of Acquisition and Contract

FROM: Kenneth W. Jenkins
Deputy County Executive

RE: **Authority to enter into an agreement with Paula Redd Rollins for consulting services to the County's Department of Human Resources for a term commencing on February 19, 2018 and continuing through December 31, 2018 in an amount not-to-exceed \$30,000.00, payable at an hourly rate of \$80.00.**

Authority is requested for the County of Westchester (the "County") to enter into an agreement with Paula Redd Rollins, pursuant to which Ms. Redd Rollins will provide technical and consulting services to the County's Department of Human Resources ("Department") to assist the Department with its day-to-day functions, for a term commencing on February 19, 2018 and continuing through December 31, 2018 in an amount not-to-exceed Thirty Thousand (\$30,000.00) Dollars, payable at an hourly rate of Eighty (\$80.00) Dollars.

Pursuant to the terms of the agreement, Ms. Redd Rollins will perform various services for the Department, including, but not limited to, the following: Interface with County HR, Recruitment and Selection, Appointments and Terminations, Human Resources Best Practices, Training and Diversity, Civil Service Compliance, Contract and Labor Negotiations, Succession Planning, Performance Appraisals.

Authority to exempt this Agreement from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)xxi thereof, has been granted by your Honorable Board in accordance with a separate resolution of even date herewith.

This Agreement will serve a public purpose by using Ms. Redd Rollins' skills and institutional knowledge to provide guidance to the Department with its day-to-day functions.

Authority for the County to enter into this Agreement for the purposes as herein described is most respectfully requested.

Attachment

RESOLUTION

Upon a communication from the Deputy County Executive, be it hereby

RESOLVED, that the County of Westchester (“County”) is authorized to enter into an agreement with Paula Redd Rollins for consulting services to the County’s Department of Human Resources for a term commencing on February 19, 2018 and continuing through December 31, 2018 in an amount not-to-exceed Thirty Thousand (\$30,000.00) Dollars, payable at an hourly rate of Eighty (\$80.00) Dollars; and be it further

RESOLVED, that this Agreement shall be 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 authorized to execute said agreement and all documents 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	12	6010	4380		\$30,000.00

Budget Funding Year 2018 Start Date February 19, 2018 End Date December 31, 2018
(must match resolution)

Funding Source Tax Dollars \$30,000.00
State Aid _____
\$30,000.00 Federal Aid _____
(must match resolution) Other _____