

Memorandum  
Department of Human Resources

ONBASE # 78974

To: The Honorable Board of Acquisition and Contract

From: Mary J. Mahon  
Commissioner of Human Resources

Date: August 26, 2020

Re: **Resolution authorizing the County of Westchester to amend an agreement with Partners In Safety, Inc., for the provision of comprehensive drug, alcohol and medical testing, safety training and compliance services, for a period of five (5) years, commencing August 1, 2020 through July 31, 2025, in the total aggregate amount not to exceed \$1,099,975.00, in order to permit Partners In Safety, Inc. to provide mask fitting tests and other ancillary services to personnel working at schools, colleges and other institutions for secondary and/or higher education located in Westchester County, at the On-Site Charge rate of \$475 per day with all other terms and conditions remaining unchanged.**

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On July 23, 2020, your Honorable Board authorized the County of Westchester (“County”), acting by and through its Department of Human Resources (“Department”), to enter into an agreement (“Agreement”) with Partners In Safety, Inc. (“Partners In Safety”) and an agreement with Citi Medical Services, PC, for the provision of comprehensive drug, alcohol and medical testing, safety training and compliance services, for a period of five (5) years each, commencing on August 1, 2020 and continuing through July 31, 2025, in a total aggregate amount not to exceed \$1,099,975.00, and to approve Quest Diagnostics Clinical Labs, Inc., Laboratory Corporation of America, Inc. and MEDTOX Scientific, Inc., as Partners In Safety’ subcontractors. The Agreement was subsequently executed.

Authority is now requested from your Honorable Board to amend the Agreement (“First Amendment”) in order for Partners In Safety to provide mask fitting tests and other ancillary services to personnel working at schools, colleges and other institutions for secondary and/or higher education located in Westchester County, in an attempt to reduce the risk of exposure to the Coronavirus (COVID-19). Pursuant to the First Amendment, Partners In Safety will have the necessary staff to perform mask fitting tests services and other ancillary services to personnel working at schools, colleges and other institutions for

secondary and/or higher education, on certain dates (including weekends), locations and times as determined by the County, in its sole discretion (“Education Personnel Services”). In consideration for the Education Personnel Services, the County will pay Partners In Safety at the rates set forth in the Agreement, provided, however, that the per day rate for the On-site Charge for such Education Personnel Services shall be \$475.00 per day.

Except as specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect.

The proposed First Amendment serves a public interest by helping to stop or reduce the spread of COVID-19 and helping to better protect the health and well-being of teachers, students and personnel working at schools, colleges and other educational institutions located throughout Westchester County and the public at large.

The goals and objectives of the proposed First Amendment are in the best interests of the County in terms of health and safety as providing mask fitting test services to schools and other educational institutions’ employees and staff will ensure that such persons will be able to protect themselves, and the teachers, students and parents they work with or assist, from COVID-19.

The goal and objective of the proposed First Amendment will be tracked and monitored by the staff of the Department.

Authority to exempt the proposed First Amendment from the requirements of the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof, has been submitted to your Honorable Board by a separate resolution of even date herewith.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

MJM/CMC

## RESOLUTION

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

**RESOLVED**, that the County of Westchester (the "County") is hereby authorized to amend the agreement with Partners in Safety, Inc. ("Partners In Safety"), for the provision of drug, alcohol and medical testing program, safety training and compliance services, for a period from August 1, 2020 and continuing through July 31, 2025, in order to provide masks fitting tests and other ancillary services to personnel working at schools, colleges and other institutions for secondary and/or higher education located in Westchester County, on certain dates (including weekends), locations and times as determined by the County in its sole discretion ("Education Personnel Services"), at the rates set forth in the Agreement, provided, however, that the per day rate for the On-site Charge for such Education Personnel Services shall be \$475.00 per day; and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions of the Agreement shall remain unchanged; 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.

Fund	Dept	Unit	Object/ Sub Object	Trust Account	Activity	Dollars
101	12	6010	4998			

Budget Funding Year(s): 2020 Start Date: 08/01/20 End Date: 07/31/2025  
(must match resolution)

Funding Source

Tax Dollars:

State Aid:

\$ \_\_\_\_\_

Federal Aid:

100%

(must match resolution) Other: