

80481

To: The Honorable Board of Acquisition and Contract

From: Natasha Caputo
Director

Date: October 6, 2020

Re: Resolution to exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)xxi the procurement of an agreement with Corporate Audio Visual Services for the provision of audio/visual equipment necessary to conduct a “socially distant” STR Meeting.

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures the procurement of an agreement with Corporate Audio Visual Services (“CAVS”) for the provision of audio/visual equipment necessary to conduct a “socially distant” STR Meeting for the Westchester County Office of Tourism & Film for a term commencing on September 28, 2020 and continuing through September 29, 2020 for an amount not-to-exceed \$9,615.

Ordinarily, under Section 5 (a) of the Procurement Policy, the County of Westchester (“County”) is required to solicit written or oral quotations from no fewer than three persons customarily providing such services and, if deemed appropriate, to inquire as to the qualifications and experience of such persons. However, due to the urgency of providing this service during the ongoing COVID-19 pandemic, as well as the specialized nature of the services to be rendered, which are difficult to find locally on short notice, compliance with the County Procurement Policy is not in the best interest of the County.

Pursuant to Section 3(a)xxi of 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. For the reasons set forth above, it is proposed that the best interests of the County would be served by exempting the procurement of this agreement from the County Procurement Policy.

Accordingly, a resolution seeking authority to exempt the procurement of an agreement with CAVS is hereby submitted for your consideration.

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RESOLUTION

Upon a communication from the Director of the County Office of Tourism & Film, 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 written or oral price quotations, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of an agreement with Corporate Audio Visual Services for the provision of audio/visual equipment necessary to conduct a “socially distant” STR Meeting.

APPROVED BOARD OF ACQUISITION & CONTRACTS 12/03/2020 - LISA MARIJA SECRETARY