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DATE: November 2, 2020

TO: Honorable Board of Acquisition and Contract

FROM: Evan Latainer
Director, Office for People with Disabilities

RE: Resolution exempting from the Westchester County Procurement Policy the procurement of all agreements between Westchester County and sign language interpreters for sign language interpretation services for the period from January 1, 2021 through December 31, 2021, each in an amount not-to exceed \$2,000 per interpreter with a total aggregate amount including all agreements not to exceed \$40,000

Authority of your Honorable Board is hereby requested, on behalf of the County of Westchester (the "County") by and through its Office for People with Disabilities (the "Office") to exempt from the application of the Westchester County Procurement Policy and Procedures (the "Procurement Policy") the procurement of all sign language interpretation agreements for the period from January 1, 2021 through December 31, 2021, each in an amount not-to-exceed \$2,000 per interpreter, with a total aggregate amount including all agreements not to exceed \$40,000.

Pursuant to Section 3(a)xxi, the requirements of the Procurement Policy are not applicable to any procurement for which this Honorable Board determines, by resolution, that compliance with the policy would not be in the best interests of the County. The Office hereby seeks to exempt all 2021 sign language interpreter agreements from the Procurement Policy.

Price competition does not exist, as the current rate set by the County of \$65.00 per hour paid to all sign language interpreters who hold a contract with the County is below the standard market rate compared to other institutions throughout the County ranging from \$70.00 to \$125.00 per hour as follows: Mercy College pays as low as approximately \$70.00 per hour and up, depending on the level of the interpreter's skill set, Monroe College pays approximately \$80.00 per hour and up, and ACCES-VR pays approximately \$72.00 per hour and up. The Office advertises the opportunity to become a sign language interpreter on its website.

These agreements will include an hourly rate of Sixty-Five (\$65.00) Dollars per hour for services provided between the hours of 8:00 a.m. and 6:00 p.m. Monday through Friday. These agreements will also include an hourly rate of Seventy-Five (\$75.00) Dollars per hour for emergency interpreter services provided with less than three hours' notice, for services provided between 6:00 p.m. and 8:00 a.m. and for services provided on Saturdays and Sundays, with a total amount not-to-

exceed \$2,000 per agreement per interpreter, with an total aggregate amount including all agreements not to exceed \$40,000.

These agreements are in the best interests of the residents of the County and serve a public purpose in that they will provide an important service to those who may not otherwise be able to obtain this service.

The Office offers all sign language interpreters the opportunity to obtain a contract with the County for sign language interpreter services. The website for the Office advertises that this opportunity is open to all sign language interpreters.

Accordingly, I recommend and urge your Honorable Board's approval of the annexed Resolution.

EL/LAC
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/20/2020 - JOHN COCCARDI, SECRETARY

RESOLUTION

Upon a communication from the Director of Office for People with Disabilities, 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 proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of agreements with sign language interpreters for the provision of sign language interpretation services for the period from January 1, 2021 through December 31, 2021, each in an amount not-to-exceed \$2,000 per interpreter, with a total aggregate amount including all agreements not to exceed \$40,000.

APPROVED BOARD OF ACQUISITION & CONTRACTS 11/25/2020 - JOAN COCCIARDI, SECRETARY