



George Latimer
County Executive

81696

Date: December 21, 2020
To: The Honorable Board of Acquisition and Contract
From: George Latimer
County Executive
Re: Authority to enter into an agreement with Crafted Creative, Inc. to redesign the “Featured Business” section of the Westchester Catalyst website, for a term from September 1, 2020 through December 30, 2020, for an amount not-to-exceed \$81,388.00, payable pursuant to an approved budget.

Authority of your Honorable Board is requested for the County of Westchester (“County”) to enter into an agreement with Crafted Creative, Inc. to redesign the “Featured Business” section of the Westchester Catalyst website, for a term from September 1, 2020 through December 30, 2020, for an amount not-to-exceed \$81,388.00, payable pursuant to an approved budget.

A separate Resolution seeking authorization to exempt the procurement of the amendment is being submitted to your Honorable Board this date requesting an exemption from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(xxi) thereof.

The goals and objectives of this agreement are to highlight Westchester County as a destination for businesses by creating webpages to promote Westchester County’s various programs to assist business owners, and each municipality in the County in order to provide information to website visitors encouraging them to do business in Westchester County. This is especially important as businesses and individuals look to relocate as a result of the COVID-19 pandemic.

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

GL/BG/DLV/dv

Office of the County Executive

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RESOLUTION

Upon a communication from the County Executive, be it hereby

RESOLVED, that the County of Westchester (“County”) is hereby authorized to enter into an agreement with Crafted Creative, Inc. to redesign the “Featured Business” section of the Westchester Catalyst website, for a term from September 1, 2020 through December 30, 2020, for an amount not-to-exceed \$81,388.00, payable pursuant to an approved budget; 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 appointed designee be, and hereby is, authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	11	0710	4998		\$81,388.00

Budget Funding Year(s) 2020 Start Date 09/01/2020 End Date 12/30/2020
 (must match resolution)

Funding Source Tax Dollars \$81,388.00
 State Aid _____
 \$ _____ Federal Aid _____
 (must match resolution) Other _____