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DATE January 26, 2021

TO: Board of Acquisition and Contract

FROM: Rocco A. Pozzi
Commissioner of Probation

SUBJECT: Resolution to exempt from the Westchester County Procurement Policy and Procedures the procurement of an agreement with Angelo Rubino for the provision of preparation of Family Court petition services on behalf of the Westchester County Department of Probation, for a term commencing January 1, 2021 and continuing through December 31, 2021, in an amount not-to-exceed \$15,000

Authority is hereby requested from your Honorable Board to exempt from the procedures of the Westchester County Procurement Policy and Procedures (the "Procurement Policy") the procurement of an agreement between the County of Westchester (the "County") and Angelo Rubino for the provision of services in the preparation of modifications of child support and initial spousal support petitions for submission to Family Court ("Agreement") on behalf of the Westchester County Department of Probation (the "Department"). The term of the Agreement will commence on January 1, 2021 and continue through December 31, 2021, for an amount not-to-exceed \$15,000, and payable in monthly installments pursuant to an approved budget.

Mr. Rubino previously provided these services for many years as an employee of the County until his retirement in 2010. His knowledge, expertise and experience in the provision of these services is a valuable asset to the Department.

The exemption is in the County's best interest regarding the welfare of the public as Mr. Rubino possesses substantive knowledge, experience and expertise regarding the requirements for investigation and preparation of the requisite petitions to ensure that the residents of the County are receiving the proper assistance in the preparation of modifications of child support petitions and initial spousal support petitions. Mr. Rubino previously received clearance and maintains administrative rights to work directly in the secured Unified Court Management System database ensuring that petitions for modification are accurately and expeditiously attached to existing Family Court folders and that initial spousal support petitions are created.

The exemption is also in the County's best interest regarding fiscal responsibility since Mr. Rubino's experience and expertise enables him to efficiently provide these services at a minimal cost to the County.

Therefore, it is proposed that the County's best interests would be served by exempting the procurement of the aforementioned agreement with Mr. Rubino from the County's Procurement Policy procedures pursuant to Section 3(a)(xxi) thereof.

Accordingly, a resolution to exempt this procurement is hereby submitted for your Honorable Board's consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/28/2021 - USA MRSAJ SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Probation, 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 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 Angelo Rubino for the provision of services in the preparation of modifications of child support and initial spousal support petitions for submission to Family Court on behalf of the Westchester County Department of Probation.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/21/22 - USMARIJAJ, SECRETARY