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**Date:** August 17, 2021  
**To:** Board of Acquisition and Contract  
**From:** Marquerite Beirne  
Chief Information Officer  
**Re:** Resolution to exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xxi thereof, the procurement of an agreement (IT-1692) with Core BTS, Inc. for the provision of technicians and equipment in support of two (2) American Rescue Plan Act Public Forum Webex Events.

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Authority is hereby requested from your Honorable Board to exempt the procurement of an agreement with Core BTS, Inc. ("Core BTS") from the Westchester County Procurement Policy and Procedures ("Procurement Policy"), pursuant to Section 3(a) xxi thereof. Pursuant to the terms of the proposed agreement, Core BTS will provide technicians and equipment to support two (2) American Rescue Plan Act Public Forum Webex Events, one on August 24, 2021 at New Rochelle City Hall, and the other on September 13, 2021 at the Mount Kisco Public Library, including video recording, audio reinforcement, video display and video streaming coordination. In consideration for services rendered, the County will pay Core BTS a fixed-fee of \$25,718, payable upon completion of all services.

Ordinarily, under Section 5(b) of the Procurement Policy, the County is required to solicit written 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 Procurement Policy, where this Honorable Board determines by resolution passed prior to the commencement of procurement that compliance with the Procurement Policy would not be in the best interests of the County, the requirements of the Procurement Policy may be waived. 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.

Your Honorable Board's approval of the annexed resolution is respectfully requested.

MB/SF/jpg  
Attachment

## RESOLUTION

Upon a communication from the Chief Information Officer, be it hereby

**RESOLVED**, that pursuant to Section 3 (a) (xxi) of the Westchester County Procurement Policy and Procedures, it is determined that application of the procedural requirements contained therein, including the necessity of soliciting written 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 Core BTS, Inc., 3 Tallow Wood Drive, Clifton Park, New York 12065 for the provision of technicians and equipment in support of two (2) American Rescue Plan Act Public Forum Webex Events.

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/19/2021 - RAYMOND SCULKY, SECRETARY