

89637

DATE: December 17, 2021

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Sherlita Amler, M.D.
Commissioner of Health

SUBJECT: Authorization to further amend an agreement with Execu Search Group LLC, pursuant to which Execu Search Group LLC agreed to perform COVID-19 screening testing services for students, teachers and staff in public and private schools in grades kindergarten through grades 12 commencing on September 1, 2021 and terminating on December, 31, 2021, in a total amount not to exceed \$1,010,000.00 by extending the term thereof from January 1, 2022 through July 31, 2022, and increasing the not to exceed amount of the agreement from \$1,010,000 to \$2,060,000.

By a resolution approved on September 16, 2021, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Health (the "WCDH"), to enter into an agreement with the Execu Search Group, LLC (the "Execu Search") to perform COVID-19 screening testing services for an amount not to exceed \$1,000,000 at the rates specified in Schedule "A" of the agreement commencing on September 1, 2021 and terminating on December, 31, 2021 (the "Initial Term") unless sooner terminated, with the County, in its sole discretion, having the option to renew the agreement for a term from January 1, 2022 to July 31, 2022 (the "Initial Agreement"). Subsequent to the approval of the resolution, the County and the Execu Search entered into the Initial Agreement, dated October 1, 2021.

By a resolution approved on October 7, 2021, your Honorable Board authorized the County to amend the Initial Agreement to authorize the County to reimburse Execu Search for the cost it incurs to have its employees performing work under the Initial Agreement be fingerprinted as required by the New York State Department of Education ("NYSED") at the rate not to exceed \$102.00 per employee or the actual rate in effect by the NYSED, for a total budgeted amount of \$10,000 and increase the not to exceed amount for the Initial Agreement from \$1,000,000 to \$1,010,000 (the "First Amendment"). Subsequent to the approval of the resolution, the County and Execu Search entered into the First Amendment, dated October 18, 2021.

By a resolution approved on December 9, 2021, your Honorable Board authorized the County to amend the Initial Agreement, as amended, to authorize the addition of the position of Patient Services Representative Team Lead to be utilized when no Team Lead is available and subject to the person having satisfactory prior experience and being approved by the County, at the rate of \$60.00 per hour (the "Second Amendment"). The parties are in the process of executing the Second Amendment.

The Initial Agreement, the First Amendment and the Second Amendment are referred to herein collectively as the "Agreement."

The County now wishes to exercise its option to renew the term of the Agreement for the term of January 1, 2022 to July 31, 2022 and increase the not to exceed amount of the Agreement from \$1,010,000 to \$2,060,000.

Therefore, authority is now requested of your Honorable Board to authorize the County to amend the Agreement to extend the term of the Agreement for a period to commence on January 1, 2022 and terminate on July 31, 2022 and increase the not to exceed amount of the Agreement from \$1,010,000 to \$2,060,000.

Except for the amendments set forth above, all prices, terms and conditions of the Agreement shall remain in full force and effect.

The proposed amendment is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) viii thereof, which exempts contracts for medical and health related services.

Accordingly, the attached resolution is submitted for your consideration.

SA/ran
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/23/2021 RAYMOND SOBASKY, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Health, be it hereby

RESOLVED, Amend the Agreement, dated October 1, 2021, with the Execu Search Group, LLC (“Execu Search”), as amended, for COVID-19 screening testing services for students, teachers and staff in public and private schools in grades kindergarten through grades 12 for a not to exceed amount of \$1,010,000 (the “Agreement”) to extend the term of the Agreement for a period commencing on January 1, 2022 and terminating on July 31, 2022; and be it further

RESOLVED, that the not to exceed amount for the Agreement is increased by \$1,050,000 from \$1,010,000 to \$2,060,000; and be it further

RESOLVED, that except as modified herein, all prices, terms, and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized and empowered to execute and deliver any documents and take all actions necessary or appropriate to effectuate the purposes hereof.

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|-----------------------|--------------------|
| Original Agreement | \$1,000,000 |
| First Amendment | \$ 10,000 |
| Second Amendment | \$0 |
| This Amendment | \$1,050,000 |
| TOTAL | \$2,060,000 |

Agreement #HLT21124402C

Account to be Charged/Credited

| Fund | Dept | Major Program, Program & Phase Or Unit | Object/ Sub-Object | Trust Account | Dollars |
|------|------|--|--------------------|---------------|------------------|
| 101 | 27 | 0010 | 4380/4998 | | \$550,000 (2022) |
| 263 | 27 | W037 | 4380 | G037 | \$500,000 (2022) |
| | | | | | |
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Budget Funding Year(s): 2022 Start Date: January 1, 2022 End Date: July 31, 2022
(must match resolution)

| | | |
|------------------------------|--------------|-----------------------------|
| Funding Source: | Tax Dollars: | <u>\$198,000</u> |
| | State Aid: | <u>\$352,000</u> |
| <u>\$1,050,000.00</u> | Federal Aid: | <u>\$500,000</u> |
| (must match resolution) | Other: | <u> </u> |