

92223

Date: March 30, 2022

To: Honorable Members of the Board of Acquisition and Contract

From: Leonard G. Townes, Commissioner
Department of Social Services

RE: Authority to exempt the procurement of an agreement with Gregory A. Tipping d/b/a The Tipco Group to provide consulting services relating to standard operating procedures in the Child Care Subsidy program and Human Resources Division as well as an analysis of current technology for future online submission of applications for the term May 1, 2022 through August 31, 2022, pursuant to Section 3(a) xxi of the Westchester County Procurement Policy and Procedures.

Authority is respectfully requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures (the "Policy"), pursuant to Sec. 3(a) xxi thereof, the procurement of an agreement with Gregory A. Tipping d/b/a The Tipco Group ("Tipco") to provide consulting services relating to standard operating procedures in the Child Care Subsidy program and Human Resources Division as well as an analysis of current technology for future online submission of applications for the term May 1, 2022 through August 31, 2022, in an amount not to exceed \$50,800, payable pursuant to an approved budget (the "Agreement").

Ordinarily, pursuant Section 6 of the Policy, the County "shall endeavor, to the extent time permits, to solicit written or oral quotations from no fewer than three persons customarily providing such good or services." However, Tipco has unique qualifications to provide these services due their experience in 2021 providing a business analysis of the Child Care Subsidy Unit along with evaluation of our current OnBase infrastructure. In addition, Tipco has extensive experience working with several New York State counties on child welfare technology pilots as well as with county social service agencies in other states. It would be in the best interests of the County for Tipco to provide these services pursuant to the proposed Agreement.

Therefore, pursuant to Section 3(a) xxi of the Policy, it is recommended that your Honorable Board determine, by resolution passed prior to commencing the

procurement of Tipco's services that compliance with procedural requirements of the Policy would not be in the best interest of the County.

Accordingly, a resolution to exempt the procurement of this agreement is hereby submitted for your Honorable Board's consideration. A separate resolution has been submitted requesting authority to enter into the Agreement.

LGT/di
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/21/2022 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Social Services, 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 interest of the County of Westchester ("County") in connection with the procurement of an agreement between the County and Gregory A. Tipping d/b/a The Tipco Group to provide consulting services relating to standard operating procedures in the Child Care Subsidy program and Human Resources Division as well as an analysis of current technology for future online submission of applications.

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/21/2022 - MEMORANDUM SECRETARY