

George Latimer
County Executive

90032

Date: January 10, 2022

To: Honorable Board of Acquisition and Contract

From: George Latimer
County Executive

Re: Resolution to exempt from the Westchester County Procurement Policy the procurement of an Agreement between the County of Westchester ("County") and the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! ("Volunteer NY") pursuant to which Volunteer NY will provide outreach, staff and supplies necessary to plan and conduct a program to recruit, schedule and supervise volunteers to assist with COVID-19 vaccinations pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures (the "Policy"), pursuant to Section 3(a)xxi thereof, the procurement of an agreement between the County and Volunteer NY pursuant to which Volunteer NY will provide outreach, staff and supplies necessary to plan and conduct a program to recruit, schedule and supervise volunteers to assist with COVID-19 vaccinations in Westchester County (the "Agreement"). The term of the Agreement will commence January 24, 2022 and continue through April 24, 2022. In consideration for services to be rendered, the County will pay Volunteer NY an amount not to exceed \$25,000.00.

Ordinarily, under Section 5(b) of the Policy, the County is required to solicit written quotations from no fewer than three persons customarily providing the required services. However, Volunteer NY has a high level of expertise in both successfully encouraging volunteerism and educating organizations about how to handle additional volunteers. Moreover, its pre-existing network of prospective volunteers and organizations that are interested in recruiting volunteers will help Volunteer NY provide these services more effectively and expeditiously than another contractor likely could. Furthermore, Volunteer NY has previously provided these types of services to Westchester County and the County has been satisfied with these services.

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Pursuant to Section 3(a)xxi thereof, the Policy is not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the Policy would not be in the best interests of the County. 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 Policy.

Accordingly, a Resolution to exempt the procurement of an agreement with the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! is hereby submitted for your Honorable Board's consideration.

GL/jpi

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/13/2022 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Upon a communication from the County Executive, 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 price quotes, 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 the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! to provide outreach, staff and supplies necessary to plan and conduct a program to recruit, schedule and supervise volunteers to assist with COVID-19 vaccinations.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/13/2022 - RAYMOND SCULLY, SECRETARY