



On Base # 109887

DATE: October 28, 2024

To: The Honorable Board of Acquisition and Contract

From: Rocco A. Pozzi
Commissioner of Probation

Re: Resolution to exempt from the Westchester County Procurement Policy and Procedures, pursuant to Sec. 3(a)xxi thereof, the procurement of an agreement for consulting services with Francine Perretta, for the provision of providing assistance updating and developing policies to comply with New York State Law, Division of Criminal Justice mandates and the rules and regulations of the Office of Probation and Correctional Alternatives.

Authority is hereby 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 for consulting services with Francine Perretta, for the provision of providing assistance updating and developing policies to comply with New York State Law, Division of Criminal Justice mandates, and the rules and regulations of the Office of Probation and Correctional Alternatives (the "Agreement"). The term of the Agreement will commence on November 14, 2024 and continue through November 13, 2025. In consideration for services rendered, the County of Westchester, acting by and through its Department of Probation (the "Department"), will pay Francine Perretta an amount not-to-exceed \$20,000.00, at an hourly rate of \$75.00 per hour.

Ordinarily, under Section 5 of the Policy, the County is required to solicit written or oral quotations from no fewer than three persons customarily providing such goods or services and, if deemed appropriate, to inquire as to the qualifications and experience of such persons. However, it is in the best interest of the County to exempt this Agreement because of Ms. Francine Perretta's professional background and experience in policy development to ensure compliance with New York State Office of Probation and Correctional Alternatives ("OPCA") and New York State Division of Criminal Justice ("DCJS"). Ms. Perretta is additionally uniquely qualified because Ms. Perretta was an integral part in the development of previously updated Department policies, and Ms. Perretta continues to be uniquely qualified in objectively reevaluating, updating, and developing departmental policy that complies with OPCA and DCJS mandates, rules and regulations. Given Ms. Perretta's vast experience and familiarity with the Department's policies and the requisites for compliance with new laws, rules, and regulations, it would be in the best interest of the County for Ms. Perretta to provide consulting services to the Department to provide assistance updating and developing policies to comply with OPCA and DCJS mandates, rules, and regulations.

Pursuant to Section 3(a)xxi thereof, the Policy is not applicable to any procurement for which this Board determines, by resolution passed prior to commencing such procurement, that compliance with the Policy would not be in the best interest 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 Francine Perretta is hereby submitted for your Honorable Board's consideration.

RP/SV/mb
Attachment

RESOLUTION

Based 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 written or oral price quotations is neither cost effective nor expedient, and accordingly, not in the best interest of the County of Westchester in connection with the procurement of an agreement for consulting services with Francine Perretta, for the provision of providing assistance updating and developing policies to comply with New York State Law, Division of Criminal Justice mandates, and the rules and regulations of the Office of Probation and Correctional Alternatives.