



OnBase: 111373

Date: 06/25/2025

To: Board of Acquisition and Contract

From: Belinda S. Miles President

Re: Resolution to exempt from the Westchester County Procurement Policy an Agreement with Ivy.ai, Inc., for the provision of website access and support to WCC's Chatbot tool, pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures.

Authority is requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)xxi thereof, a contract with Ivy.ai, Inc. ("Ivy") for the provision of website access and support services for Westchester Community College's Chatbot tool, for a term commencing June 1, 2025 and continuing through May 31, 2030, in an amount of \$166,840.00.

Ordinarily, pursuant to Section 6 of the Procurement Policy, the College is required to issue an RFP to procure such services. However, Ivy has been providing these services to the College for several years now and, during that time, has supported students through the recruitment and enrollment online services. Their performance has been more than satisfactory and the compensation that would be paid to them over the five-year term is more than reasonable. Notably, Ivy has agreed to keep the current annual fee of \$33,368.00 for the next five (5) years. Additionally, engagement of a different firm would entail a transition period that could be disruptive to the critical information on the website for recruitment and enrollment process. For these reasons it would be in the best interest of the County to continue utilizing Ivy for the provision of software services in connection with the College's website access and support to the Chatbot tool.

Pursuant to Section 3(a)xxi, the Westchester County Procurement Policy and Procedures are 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 described 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. An appropriate resolution is hereby submitted for your consideration.

BSM:cm

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Westchester Community College is sponsored by the County of Westchester; affiliated with the State University of New York

RESOLUTION

Upon a communication from the President, Westchester Community College, 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 through the issuance of an RFP, is neither cost effective nor expedient, and accordingly, not in the best interests of the County in connection with the procurement of an agreement with Ivy.ai, Inc. for the provision Westchester Community College's website access and support to the Chatbot tool.

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/17/2025 - RAYMOND S. DUKAKIS, SECRETARY