



OnBase: 111374

Date: June 25, 2025

To: The Honorable Board of Acquisition and Contract

From: Dr. Belinda S. Miles
President

Re: Authority for Westchester County, acting by and through Westchester Community College, to enter into an agreement with Ivy.ai, Inc. for the provision of Chatbot services, including 24/7 automated AI generated answers to questions about the College from current and potential students, for a term commencing on June 1, 2025 and continuing through May 31, 2030, in an amount not-to-exceed \$166,840.00.

On May 18, 2022, the Westchester Community College Board of Trustees authorized an agreement between the County of Westchester, acting by and through Westchester Community College (the "College"), and Ivy.ai, Inc. ("Ivy") for the provision of Chatbot services, including 24/7 automated AI generated answers to questions from current and potential students about the College, for a term commencing on June 1, 2022, and continuing through May 31, 2024, at a cost of \$71,035.00, with the County having the sole option, in its discretion, to extend the term of the agreement for an additional year (the "Agreement"). The Agreement was executed on or about June 7, 2022, and thereafter approved by the Law Department on July 18, 2022.

Thereafter, by resolution approved on August 24, 2024, your Honorable Board authorized the College to exercise its option to extend the term of Agreement with Ivy for the period from June 1, 2024 through May 31, 2025, at a cost of \$33,368.00 (the "First Amendment"). The First Amendment was executed on or about October 8, 2024.

The College has been extremely satisfied with the services provided by Ivy and now wishes to enter into a new agreement with Ivy for a five (5) year term. Accordingly, authority is hereby requested of your Honorable Board to enter into a new agreement with Ivy for the provision of Chatbot services for the period from June 1, 2025, through May 31, 2030 at the previously agreed upon annual cost of \$33,368.00, for a total aggregate amount not-to-exceed \$166,840.00, to be paid at the rates contained in Schedule "A", attached to the Agreement.

The goals and objectives of this Agreement are to continue to provide 24/7 automated AI generated answers to questions from current and potential students about Westchester Community College. The performance of this Agreement will be tracked and monitored by the College's Department of Information Technology and the Office of Community Relations.

By separate resolution of even date herewith, your Honorable Board has exempted the procurement of this Agreement from the Westchester County Procurement Policy pursuant to Section 3(a)xxi thereof.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

BSM/cm
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/17/2025 - RAYMOND SCUKY, SECRETARY

RESOLUTION

Upon a communication from the President of Westchester Community College,
be it hereby

RESOLVED, that the County of Westchester, acting by and through Westchester Community College (the "College"), is hereby authorized to enter into an agreement with Ivy.ai, Inc. ("Ivy") for the provision of Chatbot services, including 24/7 automated AI generated answers to questions from current and potential students about the College, for a term commencing on June 1, 2025 and continuing through May 31, 2030 (the "Agreement"); and be it further

RESOLVED, that in consideration for services rendered, the College shall pay Ivy an annual fee not-to-exceed \$33,368.00, for a total aggregate amount not-to-exceed of \$166,840 for the term of the Agreement; and be it further

RESOLVED, that the County Executive or his duly appointed designee be, and hereby is, authorized to take such action and execute such documents as may be necessary and proper to affect the purposes hereof.

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
FY25/26	010	0115	4425	01		\$33,368.00
FY26/27	010	0115	4425	01		\$33,368.00
FY27/28	010	0115	4425	01		\$33,368.00
FY28/29	010	0115	4425	01		\$33,368.00
FY29/30	010	0115	4425	01		\$33,368.00

Budget Funding Year(s) FY24/25-FY29/30 Start Date June 1, 2025 End Date May 31, 2030

Funding Source Tax Dollars: \$42,717.14 _____
State Aid: \$37,044.75 _____
Tuition: \$87,078.11 _____
Federal Aid: \$ _____
Other: \$ _____

\$166,840.00

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/17/2025 - RAYMOND SCULKY, SECRETARY