



Kenneth W. Jenkins  
County Executive

[113328]

**DATE:** March 26, 2026

**TO:** The Honorable Board of Acquisition and Contract

**FROM:** Carin Horowitz  
Director, Office for People with Disabilities

**RE:** Resolution to exempt from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof, the procurement of agreements between the County of Westchester and the following three agencies: Hanson & Co. Interpreting and Consulting LLC; Inclusive Communication Services Inc.; and Sign Language Resources Inc. for the provision of sign language interpretation services, from January 1, 2026 through December 31, 2026, in an amount not to exceed \$30,000.00 per agreement, with a total aggregate amount for all three agreements not to exceed \$90,000.00, payable pursuant to the approved rate schedules set forth in each agreement.

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Authority is respectfully 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 agreements between the County of Westchester (the "County") and the following three agencies: Hanson & Co. Interpreting and Consulting LLC; Inclusive Communication Services Inc.; and Sign Language Resources Inc. (collectively the "Agencies"), for the provision of sign language interpretation services (the "Services"), from January 1, 2026 through December 31, 2026, in an amount not to exceed \$30,000.00 per agreement, with a total aggregate amount for all three agreements not to exceed \$90,000.00, payable pursuant to the approved rate schedules set forth in each agreement.

Ordinarily, under Section 5(a) 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, due to their established working relationship with the County, the Agencies are in the most advantageous position to provide the Services. They have developed a strong understanding of the County's operational needs, legal requirements, and the varied settings in which sign language interpreters are required. Their proven ability to supply qualified interpreters reliably – including for urgent, last minute, complex, or multi-hour assignments –

makes them well suited to support the County's communication access obligations and ensure effective use of available resources. This makes the Agencies well-qualified to provide the County with the Services and thereby help ensure better management and utilization of available resources.

Pursuant to Section 3(a)(xxi), 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 the proposed Agency agreements from the Policy.

CH/FW/mcz  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/02/2026 - RAYMOND SCULKY, SECRETARY

## RESOLUTION

Upon a communication from the Director of the Office for People with Disabilities, 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 to solicit quotations, is neither cost-effective nor expedient and accordingly, not in the best interests of the County of Westchester (the "County") in connection with the procurement of agreements between the County and the following three agencies: Hanson & Co. Interpreting and Consulting LLC; Inclusive Communication Services Inc.; and Sign Language Resources Inc., for the provision of sign language interpretation services, from January 1, 2026 through December 31, 2026, in an amount not to exceed \$30,000.00 per agreement, with a total aggregate amount for all three agreements not to exceed \$90,000.00, payable pursuant to the approved rate schedules set forth in each agreement.

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/02/2026 - RAYMOND SULLIVAN, SECRETARY