



Memorandum
Office of the County Executive

103306

DATE: September 12, 2023

TO: Honorable Board of Acquisition and Contract

FROM: George Latimer.
County Executive

SUBJECT: Resolution to exempt from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)xxi thereof, the procurement of a first amendment to an agreement with Aero-Ba Soul, Inc. to provide technical assistance to minority and women-owned businesses in Westchester County.

Authority is hereby requested from your Honorable Board to exempt from the requirements of the Westchester County Procurement Policy and Procedures (the "Procurement Policy") pursuant to Sec. 3(a)xxi thereof, the procurement of first amendment to an agreement with Aero-Ba Soul, Inc. ("Aero-Ba Soul"), pursuant to which Aero-Ba Soul agreed to provide technical assistance to minority and women-owned businesses in Westchester County in order to guide them through the federal, state and local certification processes, for a term from January 1, 2023 through December 31, 2023, in an amount not to exceed \$60,000.00, payable pursuant to an approved budget. The proposed first amendment would increase the not-to-exceed amount by \$15,000 to a new total amount not to exceed \$75,000 ("First Amendment").

Ordinarily, under Section 5 of the Procurement Policy, the County is required to solicit written or oral quotations from no fewer than three persons customarily providing such services. However, Aero-Ba-Soul is uniquely qualified to provide this service due to their experience in navigating the Minority & Women-Owned Business certification and the government procurement processes. Aero-Ba-Soul's familiarity with these processes will help to increase the number of certified businesses in Westchester County.

Pursuant to Section 3(a)xxi, the 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 set forth above, it is proposed that the best interests of the County would be served by exempting the procurement of the

First Amendment to the agreement with Aero-Ba Soul, Inc. from compliance with County Procurement Policy.

Accordingly, a resolution to exempt this procurement is hereby submitted for your Honorable Board's consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/21/2023 - 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 quotations, is neither cost effective nor expedient, and accordingly not in the best interests of the County of Westchester in connection with the procurement of a First Amendment to an agreement with Aero-Ba Soul, Inc. to provide technical assistance to minority and women-owned businesses in Westchester County in order to guide them through the federal, state and local certification processes.

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/21/2023 - RAYMOND SCULKY, SUPERVISOR