

113221

Date: March 11, 2026

To: The Honorable Board of Acquisition and Contract

From: Natasha Caputo
Director of the Office of Tourism & Film

Re: Request for authority to exempt from the requirements of the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a) xxi thereof, the procurement of an agreement with Brigade of the American Revolution to provide historical and reenactment services for “The British are Coming”, a reenactment of the Battle of White Plains, as part of Westchester County’s Rooted in Westchester RevFest 250th Commemoration.

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 with Brigade of the American Revolution (the “Contractor”) to provide historical and reenactment services for “The British are Coming”, a reenactment of the Battle of White Plains (“Reenactment”), as part of Westchester County’s Rooted in Westchester RevFest 250th Commemoration (“RevFest”). The Reenactment will be produced on or about October 24th and October 25th, 2026 at the County’s Ward Pound Ridge Reservation as part of RevFest. The term of the Agreement will commence retroactively on **January 1, 2026 and continue through November 15, 2026**. In consideration for services rendered, the County of Westchester, acting by and through Office of Tourism & Film, will pay Contractor an amount not-to-exceed \$20,000.00, payable pursuant to an approved budget.

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, Contractor is the association of the British and Continental Army reenactors. Contractor is uniquely qualified to provide this service due to their specialized experience in producing reenactments nationally, established training and authentic portrayal and accurate historical interpretation and demonstrations aligned with the goals of this 250th Commemoration signature event.

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 Brigade of the American Revolution is hereby submitted for your Honorable Board's consideration.

NC/mb
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/26/2026 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Based upon a communication from the Director of the Office of Tourism & Film, 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 with Brigade of the American Revolution to provide historical and reenactment services for “The British are Coming”, a reenactment of the Battle of White Plains, as part of Westchester County’s Rooted in Westchester RevFest 250th Commemoration.

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/26/2026 - RAYMOND SCULLY, SECRETARY