



OnBase: 110096

Date: December 5, 2024

To: Board of Acquisition & Contract

From: Belinda S. Miles  
President

Re: Authority for the County of Westchester, acting by and through Westchester Community College, to enter into an agreement with the New York Medical College for the provision of the required practical training course in procedures related to small animals for Westchester Community College students in the Veterinary Technology program for the period January 2, 2025 through December 31, 2029.

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Westchester Community College (the "College"), through its School of Health Careers, Technologies & Applied Learning, offers a number of programs in the healthcare field. For a number of years, the College has entered into an agreement with New York Medical College for a practical training course in basic biomedical research related procedures involving small animals. The last contract was for a five year period and ended at the conclusion of the Spring 2024 semester.

Authority is now requested for the County of Westchester ("County"), acting by and through the College, to enter into a new agreement with the New York Medical College for the provision of required practical training course in procedures related to small animals for Westchester Community College students in the Veterinary Technology program for the period January 2, 2025 through December 31, 2029.

The course will comprise seven three-hour sessions meeting once per week during each of the five Spring semesters covered by the term of this agreement at a cost of \$12,800 per semester for a total cost not to exceed Sixty-Four Thousand (\$64,000.00) Dollars.

Westchester Community College is not equipped to handle and store the required live animals necessary to provide this hands-on training. WCC's accrediting agency requires all students to obtain essential didactic and hands-on skills with rats, mice, and rabbit species. The continuation of this contract is required as part of WCC's accreditation as dictated at the last accreditation site visit. There is no other location within a reasonable distance of the College that can provide this training.

In accordance with the terms of the agreement, the College shall agree in a form similar to the following: to indemnify, defend and hold harmless the New York

Medical College, its officers, directors, faculty, employees, and agents from and against any and all claims, liabilities, actions, judgments and expenses, including but not limited to attorney's fees arising from the acts or omissions of WCC's students participating in the Program at New York Medical College.

This Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)ix which exempts contracts with teachers, lecturers and other educational professionals.

I believe that it is in the best interest of the College to provide this important and required instructional program, and I, therefore, recommend that you act favorably on the annexed proposed resolution.

BSM:sg

Attachment:

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/12/2024 - RAYMOND SCULKY, 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 the New York Medical College for the provision of the required practical training course in procedures related to small animals for Westchester Community College students in the Veterinary Technology program for the period January 2, 2025 through December 31, 2029 at a total cost not to exceed \$64,000; and be it further

**RESOLVED**, that the College shall agree in a form similar to the following: to indemnify, defend and hold harmless the New York Medical College, its officers, directors, faculty, employees, and agents from and against any and all claims, liabilities, actions, judgments and expenses, including but not limited to attorney's fees arising from the acts or omissions of WCC's students participating in the Program at New York Medical College; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute any and all instruments and to take all action necessary to implement the purposes hereof.

Account to be Charged/cr edited	Fund	Dept	Major Program, Program & Phase Or Unit	Sub Unit	Object/ Sub Object	Trust Account	Dollars
FY25	010	0655			4320		\$12,800
FY26	010	0655			4320		\$12,800
FY27	010	0655			4320		\$12,800
FY28	010	0655			4320		\$12,800
FY29	010	0655			4320		\$12,800

Budget Funding Year(s) 25/29 Start Date 1/2/2025 End Date 12/31/2029

Funding Source	Tax Dollars: <u>\$15,655</u>
	State Aid: <u>\$14,251</u>
<u>\$ 64,000.00</u>	Federal Aid: _____
(must match resolution)	Other: <u>\$34,094</u>