

110089

DATE December 4, 2024

TO: Board of Acquisition and Contract

FROM: Blanca P. Lopez, M.S.
Commissioner of Planning

Re: Resolution to exempt from the Westchester County Procurement Policy and Procedures, pursuant to Sec. 3(a)xxi thereof, the procurement of an amendment to an agreement between the County of Westchester and Steer Davies & Gleave Inc., to conduct a transportation and food access study.

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures (the "Policy"), pursuant to Section 3(a)xxi thereof, a first amendment ("First Amendment") to an agreement between the County of Westchester (the "County") and Steer Davies & Gleave Inc. ("SDG"), pursuant to which SDG agreed to conduct a transportation and food access study (the "Services") for the period commencing upon execution and continuing for one (1) year thereafter, for an amount not-to-exceed \$149,765.00, payable pursuant to an approved budget (the "Agreement").

By separate resolution of even date herewith, the County now seeks your Honorable Board's approval to amend a prior resolution which, when approved, would authorize the County to amend the Agreement in order to: (i) change the scope of work to include a data collection plan and study area visit and ongoing maintenance of the County's ArcGIS portal (the "Additional Services"); (ii) increase the amount of the contract from \$149,765.00 to \$169,765.00; and (iii) change the contract expiration date from August 27, 2024 to March 31, 2025.

Ordinarily, under Section 5(a) of the Procurement Policy, the County would be required to obtain three (3) price quotes to procure the Additional Services. However, because the Additional Services are directly related to the Services SDG is already providing, and in the interest of maintaining continuity, it would be in the best interests of the County to exempt the procurement of the proposed First Amendment from the Policy.

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 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 the First Amendment to the Agreement from the Policy.

Accordingly, a Resolution to exempt the procurement of the First Amendment to an Agreement between the County and Steer Davies & Gleave Inc. is hereby submitted for your Honorable Board's consideration.

BPL/sc/je

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RESOLUTION

Based upon a communication from the Commissioner of Planning, 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 obtaining three (3) price quotes, is neither cost effective nor expedient, and accordingly, not in the best interest of the County, in connection with the procurement of a first amendment to an agreement between the County of Westchester, Steer Davies & Gleave Inc., to conduct a transportation and food access study.

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