

George Latimer
County Executive

Natasha Caputo
Director
Tourism & Film

89311

To: The Honorable Board of Acquisition and Contract

From: Natasha Caputo
Director of Tourism & Film

Date: December 2, 2021

Re: Resolution to exempt pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures the procurement of an Agreement with Harrison Edwards, Inc. for the provision of public relations services to promote Westchester County as an attractive business-friendly destination for TV and film production.

Authority is hereby requested from your Honorable Board to exempt pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures the procurement of an Agreement with Harrison Edwards, Inc. ("Harrison Edwards") for the provision of public relations services to promote Westchester County as an attractive business-friendly destination for TV and film production.

The County of Westchester (the "County"), acting by and through its Office of Tourism & Film ("WCOTF"), seeks to enter into an agreement with Harrison Edwards for the provision of film public relations services to promote the County as an attractive business-friendly destination for TV and film production, for a term commencing on January 1, 2022 and terminating on December 31, 2022. In consideration for services to be rendered, the County will pay Harrison Edwards an amount not to exceed One Hundred Thousand Dollars (\$100,000.00), payable pursuant to an approved budget and subject to County appropriations (the "Agreement").

Ordinarily, under Section 6 of the Procurement Policy, the County is required to solicit proposals for such services through the issuance of an RFP. However, Harrison Edwards has been providing film public relations services to the County for almost three (3) years now. As such, it is uniquely familiar with the County's film public relations strategies and goals. By continuing its relationship with Harrison Edwards, the County will be able to maximize the benefit of the

work that Harrison Edwards has performed thus far in order to promote resumption of film and TV production activity in the County.

Pursuant to Section 3(a)xxi, the Westchester County 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 this Agreement with Harrison Edwards from the County Procurement Policy.

Accordingly, a Resolution to exempt the procurement of an amendment to the Agreement with Harrison Edwards is hereby submitted for your consideration.

NC/jpg

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/06/2022 - RAYMOND SCULLY SECRETARY

RESOLUTION

Upon a communication from the Director of the County 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 proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of an Agreement with Harrison Edwards, Inc. for the provision of film public relations services to promote film and TV production in Westchester County.

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/06/2022 - RAYMOND S. GULKA, SECRETARY