

17604

DATE: June 21, 2011

TO: Board of Acquisition and Contract

FROM: Edward Buroughs
Commissioner, Department of Planning

SUBJECT: Resolution to Exempt from the Westchester County Procurement Policy and Procedures the procurement of a Contract with the Westchester Housing Fund, Inc. d/b/a Community Capital Resources to provide Operational Funding to carry out Affordable Housing and Small Business Activities pursuant to Section 3(a)xxi of the County of Westchester Procurement Policy

The Department of Planning will enter into an agreement in an amount not to exceed \$99,652.00 with the Westchester Housing Fund, Inc. d/b/a Community Capital Resources (CCR) to provide unique services in the area of affordable housing development. The term of the agreement is January 1, 2011 to December 31, 2011.

CCR administers a revolving loan fund for that provides low cost affordable housing feasibility and predevelopment funds that no other agency in Westchester or the other Hudson Valley counties has. CCR was able to secure the capital for this fund through the Community Development Block Grant and other bank sources, and seeks the County's support to keep the administrative costs of the fund to a minimum. CCR has been an active agency in the Westchester housing market for over twenty years and has extensive knowledge of the needs of local developers. CCR works with both for-profit and non-profit developers and housing agencies to provide financing on housing developments that will ultimately provide affordable housing to low and moderate income households.

CCR will provide services which will include, but not be limited to, the financing of new affordable housing developments focusing particularly on addressing the needs of the Westchester Housing Settlement and the foreclosure crisis; providing critical "gap" financing to six (6) affordable housing developments in Westchester County; providing part-time foreclosure prevention counseling; providing technical assistance, support, advocacy and/or financing to at least ten (10) housing groups, developers, municipalities or other community groups on affordable housing, with priority given to projects in communities that will address the Housing Settlement; providing guidance on access to capital for eighty-five (85) start up and emerging small business owners in Westchester County; providing five hundred (500) hours of technical assistance to small business owners; and providing financial education/asset building to those struggling to manage their finances thru workshops and the creation and distribution of financial literature.

CCR is a liaison between the County and prospective developers. It provides funding for developments to conduct feasibility studies that provide pertinent information that assists the County in making sound decisions regarding those housing developments which should be funded and the level of funding. CCR was able to meet or exceed the goals set for the 2010 contract period.

This agreement will serve the public purpose of promoting the provision of fair and affordable housing and of fiscal responsibility through the increase in tax revenue.

Pursuant to Section 3(a)xxi thereof, the Westchester County Procurement Policy and Procedures are not applicable to a procurement for which your Honorable Board determines by resolution passed prior to commencing such procurement that compliance with the policy will not be in the best interest of the County. Given the position of the Westchester Housing Fund, Inc. d/b/a Community Capital Resources as a provider of unique affordable housing services, and in light of the above facts, it is proposed that the best interest of the County would be served by exempting the procurement of a contract with Westchester Housing Fund, Inc. d/b/a Community Capital Resources, from the Procurement Policy.

Accordingly, a resolution to exempt the procurement of Westchester Housing Fund, Inc. d/b/a Community Capital Resources is hereby submitted for your consideration.

I recommend approval of this exemption.

EB/cp
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/30/2011 - COMPTROLLER & SECRETARY

RESOLUTION

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 soliciting written quotations, is not in the best interest of the County in connection with the agreement with Westchester Housing Fund, Inc. d/b/a Community Capital Resources to provide assistance to the Department of Planning in the provision of affordable housing, and be it further

RESOLVED, that the County Executive or his authorized designee be and hereby is authorized to execute any and all documents necessary and appropriate to effectuate purposes hereof.

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APPROVED BOARD OF ACQUISITION & CONTRACT - 06/30/2011 - JOANNE WEAVER, SECRETARY