

36015

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Robin Schlaff
Director, Office for Women

DATE: September 19, 2013

SUBJECT: Authority to exempt from the Westchester County Procurement Policy an agreement with Hope's Door, Inc. to develop a strategic business plan for the Westchester Family Justice Center that will address long-term sustainability and organizational structure pursuant to Section 3(a)(xxi)

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy an agreement with Hope's Door, Inc. ("Hope's Door") to develop a strategic business plan for the Westchester Family Justice Center ("FJC") that will address long-term sustainability and organizational structure, for the period July 1, 2013 to June 30, 2014, for an amount not-to-exceed Five Thousand Dollars (\$5,000).

Hope's Door, as part of the FJC collaboration, was recently awarded a \$5,000 grant from the Westchester Community Foundation (the "Foundation") for the aforementioned services. The County of Westchester (the "County") is now proposing to match the grant funds in order for Hope's Door to reach the total project budget of \$10,000. Hope's Door will thereafter subcontract with Amy Barasch, who will develop the FJC business plan.

Ordinarily, under Section 5(a) of the Procurement Policy, the County is required to solicit written or oral quotations from no fewer than three persons customarily providing such services. However, Hope's Door's subcontractor, Amy Barasch, is uniquely qualified to perform these services. Her relevant experience includes serving as first director of the Westchester Family Court Legal Program; serving as first director of the Brooklyn Family Justice Center, where she designed all protocols and policies for New York's first Family Justice Center; serving as director of the New York State Office for the Prevention of Domestic Violence, during which time she piloted several innovative domestic violence programs; and currently acting as an independent consultant in strategic planning, program design and implementation, project management and intimate partner violence for governmental, philanthropic and nonprofit

clients. For these reasons, it is proposed that the best interests of the County would be served by entering into this agreement.

In order to develop a business plan for continued operation of the FJC, a review and assessment will be done of all operations of the FJC, including staffing, stakeholders, partners and clients served. Through Hope's Door, Ms. Barasch will also conduct interviews, collect and review data, and assess components of the operation including a budget plan, revenue streams and fundraising proposals.

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. Given Hope's Door's subcontractor's vast experience and knowledge in this area as recited above, it is proposed that the best interests of the County would be served by exempting the procurement of this agreement from the County Procurement Policy.

Accordingly, I recommend approval of the attached proposed Resolution.

RESOLUTION

Upon a communication from the Director of the Office for Women, be it hereby

RESOLVED, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting written price quotations, is neither cost effective nor expedient, and accordingly, not in the best interests of the County in connection with the procurement of an agreement to develop a strategic business plan for the Westchester Family Justice Center that will address long-term sustainability and organizational structure with Hope's Door, Inc., 39 Washington Avenue, P.O. Box 203, Pleasantville, New York 10570.

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/11/2013 JUMP/WIRA, SECRETARY