

39045

DATE: March 13, 2014

TO: Board of Acquisition and Contract

FROM: Edward Buroughs
Commissioner of Planning

SUBJECT: Resolution to exempt from the Westchester County Procurement Policy and Procedures the procurement of a contract with Community Capital New York, Inc., to provide operational funding to carry out fair and 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 \$103,000.00 with Community Capital New York, Inc. (CCNY) formerly known as Westchester Housing Fund, Inc. d/b/a Community Capital Resources to provide unique services in the area of affordable housing development finance and small business activities. The term of the agreement is January 1, 2014 to December 31, 2014.

CCNY administers a revolving loan fund that provides low cost affordable housing feasibility and pre-development funds. No other agency in Westchester or in the other Hudson Valley counties has such a fund. CCNY was able to secure the capital for this fund through bank sources and seeks the County's support to keep the administrative costs of the fund to a minimum. CCNY has been active in the Westchester County housing market for over 20 years and has knowledge of the needs of local developers. CCNY 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.

CCNY will provide services which will include, but not be limited to: technical assistance, support, advocacy and financing to at least 20 housing groups; down payment assistance in the form of equity deposits for co-op purchasers; guidance on access to capital for the owners of 150 start up and emerging small businesses in Westchester County; promotion of the availability of affordable homes to those who have signed on to CCNY website and encouragement of the use of the County's Homeseekers website; and 300 hours of technical assistance to small businesses through workshops, one-on-one support, accounting training, coaching and networking activities. CCNY was able to meet or exceed their goals for the 2013 contract period.

In addition, CCNY is a liaison between the County and prospective developers. It provides funding to developers to conduct feasibility studies that provide pertinent information that assists the County in making sound decisions regarding which housing developments should be funded and the level of funding.

The goal and objective of this agreement is to promote the provision of fair and affordable housing and to support small businesses.

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 CCNY 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 CCNY from the Procurement Policy.

Accordingly, a resolution to exempt the procurement of Community Capital New York, Inc., is hereby submitted for your consideration.

I recommend approval of this exemption.

EB/cp
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/17/2014 - JOMARY VEIRA, 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 Community Capital New York, Inc. to provide assistance to the Department of Planning in the provision of affordable housing and to provide assistance to small businesses.

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APPROVED BOARD OF ACQUISITION & CONTRACT - 04/17/2014 - JOY P. VERA, SECRETARY