

41769

DATE: August 12, 2014

TO: Board of Acquisition and Contract

FROM: Edward Buroughs
Commissioner of Planning

SUBJECT: Resolution authorizing an exemption from the County of Westchester Procurement Policy and Procedures for an agreement with the Housing Action Council, Inc. to provide affordable housing land use leadership training for local citizens, municipal officials and other community leaders of Westchester County, pursuant to section 3(a)xxi of the Westchester County procurement policy

The Housing Action Council, Inc., (HAC) has provided training for the County four times since 2004 and several times in the 1990's as well. HAC has been deemed to possess the requisite skills and experience to meet the needs of those who require these services. HAC has developed the training and all the related materials, and as such is the only agency in this area that can provide this training. The training sessions will be held in the fall of 2014 and the fall of 2015.

Ordinarily, Section 5(a) of the Procurement Policy requires the County to issue a Request for Proposals in order to procure this type of service. However, pursuant to Section 3(a) xii, the Procurement 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. The scheduling of this training is in response to the numerous and increasing difficulties associated with the development of affordable housing in Westchester County. The Department of Planning proposes to retain the services of HAC who will hold two 4- day training sessions. These sessions will educate and train citizens, municipal officials and other community leaders about sound development strategies related to affordable housing and help prepare them to become informed leaders in their communities to advocate for affordable housing. The amount of the agreement shall not exceed \$80,000.00 (\$40,000.00 per session), payable pursuant to an approved budget, and the term of the agreement is September 1, 2014, to December 31, 2015.

Accordingly, this resolution to exempt the procurement of Housing Action Council, Inc., is hereby submitted for your consideration.

A separate resolution of even date requesting authority to enter into an agreement with Housing Action Council, Inc., for the above-mentioned services is being submitted for your approval.

I recommend approval of this exemption.

EB/cp
Attachment

R E S O L U T I O N

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 procedure requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interest of the County in conjunction with the procurement of an agreement with the Housing Action Council, Inc., to provide two affordable housing Land Use Leadership Alliance training sessions in the fall of 2014 and the fall of 2015.

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APPROVED BOARD OF ACQUISITION & CONTRACT - 09/04/2014 - JOMAR VIERA, SECRETARY