

50842

DATE: February 3, 2016

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 \$106,090.00 with Community Capital New York, Inc. (CCNY) to provide unique services in the area of affordable housing development finance and small business activities. The term of the agreement is January 1, 2016 to December 31, 2016.

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: provide catalytic “gap” financing to no fewer than three Fair and Affordable housing developments in Westchester, with priority given to those developments that meet the requirements of the Westchester County Housing Settlement; 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 the CCNY website; 300 hours of technical assistance to small businesses through workshops, one-on-one support, accounting training, coaching and networking activities. CCNY was not able to meet one of their goals for the 2015 contract period. Staff turnover prevented CCNY from reaching their goal of providing access to capital for 150 small business owners; they were able to provide guidance to 148 small business owners. We anticipate CCNY will meet or exceed all of their goals in 2016.

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

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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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ESM/PAJ, SECRETARY