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**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** Honorable Robert P. Astorino  
Westchester County Executive

Hon. Michael B. Kaplowitz, Chairman  
Westchester County Board of Legislators

Robin Schlaff  
Director, Office for Women

**DATE:** May 4, 2016

**SUBJECT:** Authority to exempt from the Westchester County Procurement Policy an agreement with Westchester Hispanic Coalition, Inc. to provide free legal immigration services to young immigrants who qualify for Deferred Action for Childhood Arrivals, for a term commencing on January 1, 2016 and continuing through December 31, 2016, for an amount not-to-exceed \$10,300, payable quarterly pursuant to an approved budget

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The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through its Office for Women, (the "County") to exempt from the Westchester County Procurement Policy an agreement (the "Agreement") with Westchester Hispanic Coalition, Inc. ("WHC") pursuant to which WHC will provide free legal immigration services to young immigrants who qualify for Deferred Action for Childhood Arrivals ("DACA"), for a term commencing on January 1, 2016 and continuing through December 31, 2016, for an amount not-to-exceed \$10,300, payable quarterly pursuant to an approved budget.

DACA was introduced in 2012 by the U.S. Department of Homeland Security ("DHS"). The policy offers relief from deportation to young immigrants who were brought to the United States as children and who meet other specific requirements including being under the age of 31 as of June 15, 2012. Immigrants who qualify may also be eligible to apply for work authorizations, social security numbers, driver's licenses and health insurance. DACA status remains in effect for two years at which time an application for renewal must be submitted to DHS.

WHC has been providing services in Westchester for the past 40+ years and has extensive experience working with immigrants. In 1986, it was designated as a Qualified Designated

Entity by the U.S. Department of Justice under the Reagan Administration's Amnesty Program when it processed thousands of legalization applications for clients. Following the initial registration process, WHC assisted clients in applying for legal permanent residency, petitioning for immediate relatives living abroad, and applying for naturalization. WHC has since helped clients obtain lawful status, legal permanent resident status for themselves or relatives, citizenship and/or work authorizations. As a result, many of WHC's clients have been able to become lawfully employed.

The proposed Agreement will serve a public purpose by increasing the stability and self-sufficiency of young Latino immigrant men and women.

The goal and objective of the proposed Agreement is for WHC to provide free legal immigration services to 20 young immigrants who qualify for DACA, as it had done during the previous contract term.

The goal and objective of the proposed Agreement will be tracked and monitored by the Office for Women.

Under the Westchester County Procurement Policy Section 3(a)(xxi), your Honorable Board may determine "by resolution passed prior to commencing procurement that compliance with the Procurement Policy would not be in the best interests of the County." Due to the fact that WHC has the necessary experience and expertise to provide these services in a culturally and linguistically appropriate manner, and for the reasons set forth above, it is requested that your Honorable Board make the determination that it is in the best interests of the County to exempt from the application of the procedural requirements of the Westchester County Procurement Policy the proposed Agreement with WHC.

Attached for your consideration is a proposed Resolution.

# RESOLUTION

Upon a communication from the Westchester County Executive, the Chairman of the Westchester County Board of Legislators, and 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 with Westchester Hispanic Coalition, Inc. pursuant to which Westchester Hispanic Coalition, Inc. will provide free legal immigration services to young immigrants who qualify for Deferred Action for Childhood Arrivals.

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/18/2015 US: MRUJAJ, SECRETARY