

**63346**

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

**FROM:** Honorable George Latimer  
Westchester County Executive  
  
Robin Schlaff  
Director, Office for Women

**DATE:** May 23, 2018

**SUBJECT:** Authority to exempt from the Westchester County Procurement Policy an agreement with Make the Road New York to provide free legal services for immigrants, for a term commencing January 1, 2018 and continuing through December 31, 2018, for an amount not-to-exceed \$80,900

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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 Make the Road New York ("MRNY") pursuant to which MRNY will provide free legal services for immigrants, for a term commencing January 1, 2018 and continuing through December 31, 2018, for an amount not-to-exceed \$80,900, payable quarterly pursuant to an approved budget.

Specifically, MRNY shall provide the following services:

- assist immigrants in processing U Visa and VAWA applications to submit to United States Citizenship and Immigration Services ("USCIS");
- represent immigrants in Special Immigrant Juvenile Status ("SIJS") cases, including representation in Westchester family court as well as representation in front of United States and Citizenship Services; and
- represent immigrants in humanitarian-based cases, which may include humanitarian paroles, SIJS, U Visas, asylum or asylum derivatives, adjustment or consular processing where there is a humanitarian need and an inability to pay.

Lack of lawful immigration status is one of the root causes of instability and vulnerability in the lives of immigrants and often a means of control by perpetrators of abuse. Access to high quality legal representation is key in the ability for eligible Westchester residents to file petitions or applications, which put the resident on a pathway to legal permanent residence and eventually citizenship.

MRNY has been providing services for the past 25 years and has extensive experience working with immigrants. MRNY has represented clients in a wide array of immigration cases including applications for U Visas, VAWA, SIJS, legal permanent resident status, citizenship and work authorizations.

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

The goals and objectives of the proposed Agreement are for MRNY to assist 40 immigrants in processing U Visa and VAWA applications, represent ten immigrants in SIJS cases, and represent five immigrants in humanitarian-based cases.

The goals and objectives 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 MRNY 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 MRNY.

Attached for your consideration is a proposed Resolution.

# RESOLUTION

Upon a communication from the Westchester County Executive 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 Make the Road New York pursuant to which Make the Road New York will provide free legal services for immigrants.

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/21/2016 LSY/MSJ/SECRETARY