

**68150**

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

**FROM:** Robin Schlaff  
Director, Office for Women

**DATE:** March 1, 2019

**SUBJECT:** Authority to amend an agreement with Make the Road New York to provide legal services for immigrants by increasing the not-to-exceed amount by \$2,000.

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On March 23, 2017, your Honorable Board approved a resolution authorizing the County of Westchester, acting by and through its Office for Women, (the "County") to enter into an agreement with Westchester Hispanic Coalition, Inc., now known as Make the Road New York ("MRNY"), pursuant to which it will provide legal services for immigrants, for a term commencing on January 1, 2017 and continuing through December 31, 2019, for a total amount not-to-exceed exceed \$300,000 (the "Agreement"). The Agreement was subsequently executed.

Authority is now respectfully requested from your Honorable Board for the County to amend the Agreement by increasing the not-to-exceed amount by \$2,000, from an amount not-to-exceed \$300,000 to an amount not-to-exceed \$302,000. This additional funding will only be applied to the 2019 budget within the Agreement.

Except as specifically amended hereby, all other terms and conditions of the Agreement shall remain the same.

The proposed amendment will serve a public purpose by making available to immigrants various legal services that they need and might otherwise be unable to obtain.

The goal and objective of the proposed amendment is to provide additional funding for MRNY to provide legal services for immigrants.

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

We respectfully recommend the adoption of the attached resolution.

# RESOLUTION

Upon a communication from the Director of the Office for Women, be it hereby

**RESOLVED**, that the County of Westchester, acting by and through its Office for Women, (the "County") is hereby authorized to amend an agreement with Westchester Hispanic Coalition, Inc., now known as Make the Road New York, pursuant to which it will provide legal services for immigrants, for a term commencing on January 1, 2017 and continuing through December 31, 2019, for a total amount not-to-exceed exceed \$300,000 (the "Agreement"), in order to increase the not-to-exceed amount by \$2,000 from an amount not-to-exceed \$300,000 to an amount not-to-exceed \$302,000; and be it further

**RESOLVED**, that this additional funding will only be applied to the 2019 budget within the Agreement; and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions of the Agreement shall remain the same; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute any and all documents and take any actions necessary to effectuate the purposes hereof.

Account to be charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year(s)
101	11	0900	4380	N/A	\$2,000	2019

**Budget Funding Year(s)** 2019  
(must match resolution)

**Start Date:** 1/1/2019

**End Date:** 12/31/2019

\$2,000  
(must match resolution)

**Funding Source:** Tax Dollars \$2,000  
State Aid \_\_\_\_\_  
Federal Aid \_\_\_\_\_  
Other \_\_\_\_\_