

75723

DATE: March 31, 2020

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond
Commissioner of Planning

SUBJECT: Resolution authorizing an agreement between the County of Westchester and Cornell Cooperative Extension Service of Westchester County (“Cornell”), pursuant to which Cornell will provide various County-Wide Environmental Educational Programs.

The attached resolution would authorize the County of Westchester (the “County”) to enter into an agreement with Cornell, pursuant to which Cornell will provide various county-wide environmental educational programs for the period commencing January 1, 2020, and terminating December 31, 2020. In exchange for such services to be provided by Cornell, the County would pay Cornell quarterly in a total amount not to exceed \$754,429, pursuant to an approved budget.

With the assistance of the New York State Colleges of Agriculture and Life Sciences, Human Ecology and other units at Cornell University, Cornell conducts a number of county-wide educational programs. The program topics include but are not limited to Nutrition, Health and Food Safety, 4-H and Youth Development, Horticulture and the Environment and Global Warming, Climate Change and Energy Conservation. The programs are offered through classes, clinics, conferences and workshops. Participants include youth and adults. The programs are open to both the general public and professionals. In addition, Cornell disseminates information through publications and networking with educators, health professionals and community agencies. Cornell is the only entity that provides this type of service for Westchester County residents.

The goal and objective of this agreement is to provide county-wide educational programs. This year Cornell will provide nutrition education to 400 participants and 60 adults will participate in physical fitness activities, at least 600 youth will participate in their 4-H afterschool program, at least 4,500 volunteers will participate in their Master Gardeners Program. Cornell will submit vouchers quarterly that will include a report detailing all expenses and supporting documentation including but not limited to payroll reports, OTPS cancelled checks and a report summary of services provided. They will also submit an annual report to the Department of Planning.

Cornell was able to meet or exceed all goals in 2019. We anticipate Cornell will continue to meet or exceed all of their goals in 2020

Department of Planning staff shall monitor the agreement by reviewing Cornell's payment requests to ensure that all contractual requirements are met.

This Agreement does not constitute a procurement and, as such, is not subject to the Westchester County Procurement Policy. Rather, in accordance with Subdivision 8 of Section 224 of the County Law of the State of New York, the County is specifically authorized to appropriate funds and enter into agreements for the support and maintenance of Cornell's work.

Accordingly, a resolution to authorize an agreement with Cornell is hereby submitted for your consideration.

NVD/cp
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/09/2020 - ESPIRITAJ, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement with Cornell Cooperative Extension Service of Westchester County ("Cornell"), pursuant to which Cornell will provide various County-wide educational programs in accordance with an agreed-upon scope of services, for an amount not to exceed \$754,429, to be paid pursuant to an approved budget, for a period beginning January 1, 2020, and ending December 31, 2020. The programs shall be offered through classes, clinics, conferences and workshops. Participants shall include youth and adults and programs will be open to the general public and professionals. In addition, Cornell shall disseminate information through publications, and networking with educators, health professionals and community agencies. Cornell will submit vouchers quarterly that will include but not limited to payroll reports, cancelled checks for expenses other than personnel, and a report summary of services provided, and be it further

RESOLVED, that this Agreement is subject to County appropriations, and be it further

RESOLVED, that this agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable written notice, and be it further

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

Recommended for Approval:

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
101	52	2170	5100	N/A	\$754,429

Budget Funding Year(s) FY 2020 Start Date January 1, 2020 End Date December 31, 2020
 (must match resolution)

Funding Source Tax Dollars \$754,429
 State Aid _____
\$754,429 Federal Aid _____
 (must match resolution) Other _____