

**77127**

**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 27, 2020

**SUBJECT:** Resolution to exempt the procurement of an agreement with Hudson Valley Legal Services, Inc. pursuant to which it will provide will provide legal assistance to poor and low-income Westchester County immigrant residents as well as conduct community outreach events and legal education seminars in Mount Vernon, pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy

---

Authority is hereby requested from your Honorable Board to exempt the procurement of an agreement (the "Agreement") between the County of Westchester, acting by and through its Office for Women, (the "County") and Hudson Valley Justice Center, Inc. ("HVJC"), pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy. HVJC will provide legal assistance to poor and low-income Westchester County immigrant residents as well as conduct community outreach events and legal education seminars in Mount Vernon, for a term commencing on January 1, 2020 and continuing through December 31, 2020, for an amount not to exceed \$130,009.00.

Ordinarily under Section 6 of the Westchester County Procurement Policy, the County is required to solicit competitive proposals for a procurement expected to cost \$75,000.00 or more for these type of services, through a request for proposals ("RFP"). However, soliciting competitive proposals through the issuance of an RFP is not in the best interest of the County as HVJC is uniquely qualified to provide legal assistance to the low income immigrants of the Hudson Valley. Immigrants seeking legal relief have extra burdens such as language and cultural barriers vis-à-vis using the courts and the legal system. Because of immigration issues, they may be fearful of the legal system. Legal assistance can keep these individuals from having to remain dependent on social service systems and help them mainstream into the American culture.

The County believes that the requested exemption is justified due to HVJC unique focus dealing with low income immigrants. Based on the foregoing, it is proposed that the best interests of the County would be served by exempting the procurement of the proposed Agreement from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof. Accordingly, a resolution to exempt this procurement is hereby submitted for your consideration.

We respectfully recommend the adoption of the attached resolution.

GL/SB/CMC

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/04/2020 - LISA MARIJAN SECRETARY

## 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 proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of an agreement with Hudson Valley Justice Center, Inc. ("HVJC"), for a term commencing on January 1, 2020 and continuing through December 31, 2020, pursuant to which HVJC will provide legal assistance to poor and low-income Westchester County immigrant residents in matters including housing, family law, public benefits, education, elder law, consumer, employment and immigration as well as conduct community outreach events and legal education seminars, at the County's Mount Vernon District Office.