

78427

Date: August 6, 2020

To: The Honorable Board of Acquisition and Contract

From: George Latimer
County Executive

Re: Authority to enter into an agreement with BJH Advisors LLC for preparation of an Economic Development Strategy and Implementation Plan that will define the County's economic development priorities for the future, for a term from August 1, 2020 through December 31, 2020, for an amount not-to-exceed \$94,850.00 payable pursuant to an approved budget.

Authority of your Honorable Board is requested for the County of Westchester ("County") to enter into an agreement with BJH Advisors LLC ("BJH") for preparation of an Economic Development Strategy and Implementation Plan ("Strategic Plan") that will define the County's economic development priorities for the future, for a term from August 1, 2020 through December 31, 2020, for an amount not-to-exceed \$94,850.00 payable pursuant to an approved budget.

In accordance with the County's Procurement Policy, the County conducted a Request for Proposals ("RFP") process. The RFP was distributed via the County's website and Crains New York Business Journal. Proposals were received from five firms and were ranked as follows:

1. SRI International
2. BJH
3. ESI
4. Camoin310
5. TIP Strategies

The County recommends using the two highest-ranked proposers to perform different parts of the Strategic Plan. In particular, BJH will analyze current conditions of the Westchester County economy through interviews with stakeholders, industry cluster and facilities gap analysis, and will develop a curated approach to marketing Westchester to diverse audiences, chiefly business looking for locations to establish and expand operations, new residents, and

visitors. A separate Resolution will be submitted to authorize the agreement with SRI International.

BJH will be subcontracting with Claire Weisz Architects, LLP, dba WXY, 224 Centre Street, 5th Floor, New York, NY 10013, to perform Strengths, Weaknesses, Opportunities, and Threats (“SWOT”) analysis.

The goals and objectives of this agreement are to provide Westchester County a range of recommendations of short, medium, and long-term strategies and actionable steps for attracting and growing priority industry sectors in Westchester County. They will also recommend a marketing strategy for engaging with and attracting new residents, businesses, and visitors to Westchester County. Funding for this agreement will be from CARES Act funds.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

GL/BG/DLV/dv

APPROVED BOARD OF ACQUISITION & CONTRACTS 08/10/2020 USAMRIJAS SECRETARY

RESOLUTION

Upon a communication from the County Executive, be it hereby

RESOLVED, that the County of Westchester (“County”) is hereby authorized to enter into an agreement BJH Advisors LLC for preparation of an Economic Development Strategy and Implementation Plan that will define the County’s economic development priorities for the future, for a term from August 1, 2020 through December 31, 2020, for an amount not-to-exceed \$94,850.00 payable pursuant to an approved budget; and be it further

RESOLVED, that Claire Weisz Architects, LLP, dba WXY, 224 Centre Street, 5th Floor, New York, NY 10013, is approved as a subcontractor to perform Strengths, Weaknesses, Opportunities, and Threats (“SWOT”) analysis; and be it further

RESOLVED, that the County Executive or his duly appointed designee be, and hereby is, authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	11	0710	4998		\$94,850.00

Budget Funding Year(s) 2020 Start Date 08/01/2020 End Date 12/31/2020
(must match resolution)

Funding Source Tax Dollars \$94,850
 State Aid _____
 \$94,850.00 Federal Aid _____
 (must match resolution) Other _____