



Catherine Borgia
Chairwoman,
Westchester County
Board of Legislators

OnBase ID #100834

DATE: April 25, 2023

TO: The Honorable Board of Acquisition and Contract

FROM: Honorable Catherine Borgia
Chairwoman, Westchester County Board of Legislators

SUBJECT: Resolution authorizing Westchester County to enter an agreement with El Centro Hispano, Inc., for the provision of various programs for the period of January 1, 2023 through December 31, 2023 for an amount not to exceed \$42,894.00.

The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester ("County") to enter into an agreement ("Agreement") with El Centro Hispano, Inc. ("El Centro") pursuant to which El Centro will provide its Stipend Program, Homework Help Center, and Outreach Program the term January 1, 2023 through December 31, 2023 for an amount not to exceed \$42,894.00, payable half upon execution and half on or about September 1, 2023.

The Stipend Program (\$23,300.00 of the total amount provided) will:

- Provide students in El Centro's Educational Programs tutorial assistance based on the days that each individual program meets;
- provide bilingual support and additional practice with English conversational and communication skills for students who are recent arrivals 3. To provide program tutors stipends for assisting their peers throughout the school year.

The Homework Help Center (\$6,748.00 of the total amount provided) will:

- Provide an online forum where students from the White Plains School District will have access to high school volunteers prepared to offer academic help Monday – Friday from 3:30 – 5:30 p.m. The Coordinator of the program will be responsible to assign the tutors

to each student according to their needs. This will be done with individualized Zoom links. The Coordinator will also host his own “office hours” to provide additional tutorial services;

- Have an online “Sign-Up” sheet available on our social media pages for parents to sign up their children if interested. The “Sign-Up” sheet link will also be sent to all of the parents of students already enrolled in our educational programs;
- Provide a program where parents or students can access the services on an “as-needed” basis;
- Create “Internet Safety” tutorials that will be available for all program participants;
- Have available a minimum of 4 full time volunteers Monday – Friday from 3:30 – 5:30 p.m. and 3 on call volunteers;
- Provide bilingual literature support and additional practice with English conversational and communication skills for students who are recent arrivals. 7. To provide support with emphasis on math, literature, and technological support.

The Outreach Program (\$12,846.00 of the total amount provided) will:

- Act as a liaison between El Centro Hispano and different consulates representing the Hispanic community of Westchester County;
- Organize the different activities to be offered in the Tercera Edad con Salud y Alegría Program, a program for seniors with the goal to encourage a non-sedentary lifestyle. Participants will be exposed to social, physical, and nutritional activities related to aging with health and happiness;
- Schedule appointments for clients who wish to submit their citizenship application. Along with this, the outreach worker will also defer these clients to our onsite Citizenship Classes;
- Schedule different community partners and activities in our facilities according to the availability of offices and our multi-purpose room;

This Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a)(xviii) thereof.

Accordingly, I recommend and urge your Honorable Board’s approval of the annexed Resolution.

Attachment

RESOLUTION

Upon a communication from the Chairwoman of the Westchester County Board of Legislators, it is hereby:

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with El Centro Hispano, Inc. (“El Centro”), pursuant to which El Centro will provide its Homework Help Center, Stipend Program and Outreach Program for the term January 1, 2023 through December 31, 2023 and be it further

RESOLVED, that in consideration for services rendered, the County shall pay El Centro an amount not to exceed \$42,894.00, payable half upon execution and half on or about September 1, 2023; 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 El Centro, then El Centro shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the Chairwoman of the Westchester County Board of Legislators, or her duly authorized designee, is hereby authorized to execute any documents and take such actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be Charged/Credited:

| Fund | Dept | Major Program, Program & Phase Or Unit | Sub-unit | Object/ Sub-Object | Dollars |
|------|------|--|----------|--------------------|-------------|
| 101 | 52 | 2508 | 0010 | 5100 | \$42,894.00 |

Budget Funding Year(s) Start Date 1/1/23 End Date 12/31/23
(must match resolution)

Funding Source Tax Dollars \$42,894.00
State Aid _____
 \$42,894.00 Federal Aid _____
(must match resolution) Other _____