

36411

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Robin Schlaff
Director, Office for Women

DATE: October 10, 2013

SUBJECT: Authority for the County of Westchester to amend an agreement with Legal Services of the Hudson Valley for the provision of legal services to the indigent at its satellite office in Peekskill by increasing the not-to-exceed amount by \$20,000 in order to cover start-up costs at the new Peekskill office

On March 21, 2013, your Honorable Board approved a resolution authorizing the County of Westchester (the "County") to enter into an agreement with Legal Services of the Hudson Valley ("LSHV"), pursuant to which the LSHV will provide legal services to the indigent at its satellite office in Peekskill, which is a more convenient location for those living in northern Westchester County for a term of one year commencing January 1, 2013 and terminating December 31, 2013 for an amount not-to-exceed \$50,000, pursuant to an approved budget (the "Agreement"). The Agreement was subsequently executed.

Authority is now sought to amend the Agreement by increasing the not-to-exceed amount by \$20,000, from an amount not-to-exceed \$50,000 to an amount not-to-exceed \$70,000, in order to cover start-up costs at the new office in Peekskill.

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

The proposed Agreement will serve a public purpose by providing legal services to low-income residents of northern Westchester County. LSHV expects to provide representation in 85 cases in civil matters related to housing, public benefits, education, elder law, consumer, employment and family law matters.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Office for Women, which will be responsible for monitoring LSHV's performance by means of site visits, as well as their quarterly statistics and narratives. The effectiveness of this program will be determined by the outcomes of closed cases.

I respectfully request approval of the attached proposed Resolution.

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an agreement with Legal Services of the Hudson Valley ("LSHV") pursuant to which LSHV will provide legal services to the indigent at its satellite office in Peekskill, for the period January 1, 2013 through December 31, 2013, for an amount not-to-exceed \$50,000, pursuant to an approved budget (the "Agreement"), by increasing the not-to-exceed amount by \$20,000, from an amount not-to-exceed \$50,000 to an amount not-to-exceed \$70,000, in order to cover start-up costs at the new office in Peekskill; and be it further

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

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year
101	52	L003			\$20,000	2013

Budget Funding Year(s) 2013
(must match resolution)

Start Date: 1/1/2013

End Date: 12/31/2013

\$20,000
(must match resolution)

Funding Source:

Tax Dollars \$20,000

State Aid _____

Federal Aid _____