



Robert P. Astorino  
County Executive

Michael B. Kaplowitz  
Chairman

**39161**

**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** Robin Schlaff  
Director, Office for Women  
Hon. Michael B. Kaplowitz, Chairman  
Westchester County Board of Legislators

**DATE:** April 14, 2014

**SUBJECT:** Authority to enter into an agreement with Legal Services of the Hudson Valley to provide free comprehensive civil legal services to poor and low-income Westchester County residents in New Rochelle, for the period March 1, 2014 to December 31, 2014, in an amount not-to-exceed \$40,000

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The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through its Office for Women, (the "County") to enter into an agreement (the "Agreement") with Legal Services of the Hudson Valley ("LSHV"), pursuant to which LSHV will provide free comprehensive civil legal services to poor and low-income Westchester County residents who reside in New Rochelle or fall within the catchment area served by the New Rochelle Family Court, for a term commencing March 1, 2014 and continuing through December 31, 2014, for an amount not-to-exceed Forty Thousand Dollars (\$40,000.00), payable quarterly, pursuant to an approved budget.

The proposed Agreement will serve a public purpose by providing free civil legal services to low-income individuals in New Rochelle who cannot afford representation, ultimately helping them avoid dependency on public assistance. LSHV expects to provide representation in civil matters including, but not limited to, orders of protection, custody, visitation, child and spousal support.

LSHV has successfully provided similar legal services in Mount Vernon and Peekskill under previous County contracts. It is now seeking to expand those services to the underprivileged population in New Rochelle.

The goals and objectives of the proposed Agreement are for LSHV to provide free comprehensive civil legal services for poor and low-income individuals in New Rochelle, including legal information, referrals, advice and counsel, brief services, advocacy, negotiation, and direct representation in litigated court matters and appeals.

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 quarterly statistics and narratives. The effectiveness of this program will be determined by the outcomes of closed cases.

The procurement of the proposed Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a)(xiv) thereof, which exempts contracts with not-for-profit organizations for the purposes of providing aid, care and support to persons in need of public assistance.

Attached for your consideration is a proposed Resolution.

# RESOLUTION

Upon a communication from the Director of the Office for Women and the Chairman of the Westchester County Board of Legislators, be it hereby

**RESOLVED**, that the County of Westchester, acting by and through its Office for Women, (the "County") is hereby authorized to enter into an agreement (the "Agreement") with Legal Services of the Hudson Valley ("LSHV"), pursuant to which LSHV will provide free comprehensive civil legal services to poor and low-income Westchester County residents who reside in New Rochelle or fall within the catchment area served by the New Rochelle Family Court, for a term commencing March 1, 2014 and continuing through December 31, 2014, for an amount not-to-exceed Forty Thousand Dollars (\$40,000.00), payable quarterly, pursuant to an approved budget; 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 prior written notice; and be it further

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

Account to be charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year(s)
101	52	2508	5100	N/A	\$40,000	2014

**Budget Funding Year(s)** 2014      **Start Date:** 3/1/2014      **End Date:** 12/31/2014  
 (must match resolution)

**Funding Source:** Tax Dollars \$40,000  
 State Aid \_\_\_\_\_  
 Federal Aid \_\_\_\_\_  
 Other \_\_\_\_\_

\$40,000  
 (must match resolution)