

46594

DATE: April 7, 2015

TO: Board of Acquisition and Contract

FROM: Kevin J. Plunkett
Deputy County Executive

Honorable Michael Kaplowitz
Chairman, Westchester County Board of Legislators

RE: Request for authority to enter into an agreement with Urban Tusk Community Strategies LLC ("UTCS") pursuant to which Urban Tusk will provide its Bridge to Success Program for the period May 1, 2015 through November 30, 2015 for an amount not to exceed \$39,537.00 payable monthly pursuant to an approved budget

Authority is requested for your Honorable Board to enter into an agreement with UTCS pursuant to which UTCS will provide its Bridge to Success Program for the period May 1, 2015 through November 30, 2015 for an amount not to exceed \$39,537.00 payable monthly pursuant to an approved budget.

In fiscal year 2013-2014, UTCS in cooperation with the County's, Executive, Economic Development and Communication's Offices, held five programs throughout the County of Westchester. The locations included New Rochelle, White Plains, Mt. Vernon, Yonkers and Peekskill. The inaugural event was hosted in New Rochelle, followed by White Plains.

UTCS services included outreach, marketing and advertising (see appendices), sponsorship, securing attendees, guest speakers, accommodations and media among other things. As a result of the partnership between the County and UTCS, over 200 Minority- or Women-owned Business Enterprise ("MWBE") owners and interested parties attended the seminars and furthermore gained a 360 experience of how to become a successful business. The majority of the seminars had media coverage, from media outlets such as News 12 Westchester. The majority of the program was used as a format for other seminars.

UTCS shall expand and enhance its services to the County to include outreach not only to the minority and woman businesses, but individual as well, to increase awareness for job opportunities. There exists a need to augment the number of minority and women serving in various County departments, particularly in some of the uniformed services. Many members of the minority and women community are not fully aware, informed or versed in the process to apply for a County civil service job, or even what civil service opportunities are currently available. In 2015, UTCS will provide five programs throughout the County of Westchester in New Rochelle, White Plains, Mt. Vernon, Yonkers and Peekskill.

In an effort to increase networking between MWBEs and potential Prime Contractors, enhance training, provide awareness of procurement opportunities, and increase the number of MWBE's doing business with the county, in fiscal year 2015, to increase the number of minority and woman who apply

for civil service tests, UTCS, in conjunction with its previously listed partners, proposes to enhance Bridge to Success with the following additions:

1. Procurement Assistance – (i.e. help submitting a bid to Westchester County).
2. Business Development – (i.e. Running and marketing your business, putting together a business plan)
3. Outreach to MWBEs/Disadvantaged Business Enterprises as defined by 49 C.F.R. Part 26 (“DBEs”) and to minority and woman individuals to make them aware of opportunities to do business with the County and to participate in the application process for civil service exams.
4. Training (i.e. Hiring and termination of employees)
5. Consult with the County in reference to the maintenance and updating of a list of “qualified” MWBEs/DBEs.
6. Consult with the County about the mechanism used to identify the extent and nature of participation by MWBEs/DBEs with respect to contracts awarded by or on behalf of such County department.
7. Consult with the County, Westchester Business Council and Westchester County Association regarding a Bridge to Success for Young (college age) Entrepreneurs.

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

Authority for the County to enter into the Agreement with Urban Tusk for the purposes as herein described is most respectfully requested.

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
JONATHAN M. JONAS, SECRETARY
05/14/2015

RESOLUTION

Upon a communication from the Deputy County Executive and the Chairman of the Westchester County Board of Legislators, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement with Urban Tusk Community Strategies LLC ("UTCS") pursuant to which Urban Tusk will provide its Bridge to Success Program for the period May 1, 2015 through November 30, 2015; and be it further

RESOLVED, that in consideration for services to be rendered, the County shall pay Urban Tusk an amount not to exceed \$39,537.00 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 is authorized to execute said agreement and all documents necessary to effectuate the purposes hereof.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Unit	Object/ Sub-Object	Trust Account	Dollars
101	52	2508	0011	5100		\$39,537.00

Budget Funding Year(s) 2015 Start Date 05/01/2015 End Date 11/30/2015

(must match resolution)

Funding Source

Tax Dollars \$39,537.00

State Aid _____

\$39,537.00

Federal Aid _____

(must match resolution)

Other _____