

**51599**

**DATE:** March 23, 2016

**TO:** Board of Acquisition and Contract

**FROM:** Kevin J. Plunkett  
Deputy County Executive

**RE:** **Request for authority to enter into an agreement with Urban Tusk Community Strategies LLC (“UTCS”) pursuant to which UTCS will provide its Bridge to Success Program for the period from March 1, 2016 through December 31, 2016 for an amount not to exceed \$40,000.00 payable monthly pursuant to an approved budget**

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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 from March 1, 2016 through December 31, 2016 for an amount not to exceed \$40,000.00 payable monthly pursuant to an approved budget.

UTCS will help provide up to five (5) programs throughout the County of Westchester. The locations will be New Rochelle, White Plains/Port Chester, Mt. Vernon, Yonkers and Peekskill. The programs will have a special focus on increasing participation of Hispanic businesses in the County’s MWBE’s registration. Furthermore, UTCS will work to finalize the accuracy and efficiency of the County’s MWBE list, assist in the programming of MWBE’s within Faith Based organizations and assist in the programming of the first Countywide MWBE conference with Municipalities throughout Westchester.

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 2016, 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/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 UTCS for the purposes as herein described is most respectfully requested.

KJP/DO/jpg  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/21/2016 - LISA MRNAJ, SECRETARY

**RESOLUTION**

Upon a communication from the Deputy County Executive, 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 (“Urban Tusk”) pursuant to which Urban Tusk will provide its Bridge to Success Program for the period from March 1, 2016 through December 31, 2016; and be it further

**RESOLVED**, that in consideration for services to be rendered, the County shall pay Urban Tusk an amount not to exceed \$40,000.00 payable monthly 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	11	0710	0710	4380		\$40,000

Budget Funding Year(s) 2016 Start Date 03/01/2016 End Date 12/31/2016  
 (must match resolution)

Funding Source Tax Dollars \$40,000  
 State Aid \_\_\_\_\_  
**\$40,000** Federal Aid \_\_\_\_\_  
 (must match resolution) Other \_\_\_\_\_