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TO: Honorable Members of the Board of Acquisition and Contract

FROM: Honorable Robert P. Astorino
Westchester County Executive
Hon. Michael B. Kaplowitz, Chairman
Westchester County Board of Legislators
Robin Schlaff
Director, Office for Women

DATE: February 28, 2017

SUBJECT: Authority to enter into an agreement with the Women's Enterprise Development Center, Inc. to provide microenterprise training and assistance to poor and minority women for an amount not-to-exceed \$84,032 for a term commencing on January 1, 2017 and continuing through December 31, 2017

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 the Women's Enterprise Development Center, Inc. (the "Center") to provide microenterprise training and assistance to poor and minority women to assist them in reaching economic self-sufficiency, for a term commencing on January 1, 2017 and continuing through December 31, 2017, for an amount not-to-exceed \$84,032, to be paid quarterly pursuant to an approved budget.

The Center was founded in 1997 to provide women with personal skills and business training they need to start their own businesses and achieve economic self-sufficiency. No other entrepreneurial training program in the county focuses specifically on women, despite the fact that needs assessment research has shown that women face greater obstacles in setting up and maintaining businesses than do men. Specifically targeted by the Center under this contract are women on public assistance, displaced homemakers and Latina women. Within these categories, priority will be given to domestic violence victims. Services to be provided include recruitment and assessment; entrepreneurial training; life skills training; post training technical assistance and peer support; mentoring; ongoing technical assistance and access to capital.

The proposed Agreement will serve a public purpose by providing women with the training necessary to become economically self-sufficient. The skills learned by participants enable them to depend less on government entitlements or not at all. Some graduates augment their low incomes with entrepreneurship, while others are able to support themselves entirely. Some even hire staff, creating new avenues for employment for Westchester residents.

The goals and objectives of the proposed Agreement are for the Center to provide:

- 20-25 workshops/seminars for 400 women;
- 150 one-on-one technical assistance sessions; and
- financial resource counseling and referrals to 100 women.

During the previous contract term, about 350 women participated in workshops/seminars, approximately 450 one-on-one technical assistance sessions were held and about 150 women utilized resource counseling.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Office for Women.

Authority to exempt this Agreement from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof has been granted by your Board in accordance with a separate resolution of same date hereof.

Attached for your consideration is a proposed Resolution.

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Office for Women, is hereby authorized to enter into an agreement (the "Agreement") with the Women's Enterprise Development Center, Inc., to provide microenterprise training and assistance to poor and minority women to assist them in reaching economic self-sufficiency, for a term commencing on January 1, 2017 and continuing through December 31, 2017, for an amount not-to-exceed \$84,032, to be paid 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
101	11	0900	4380	N/A	\$63,432	2017
101	52	2508	5100	N/A	\$20,600	2017

Budget Funding Year(s) 2017

Start Date: 1/1/2017

End Date: 12/31/2017

(must match resolution)

Funding Source:

Tax Dollars \$84,032

State Aid _____

Federal Aid _____

Other _____

\$84,032

(must match resolution)