

**61466**

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

**FROM:** Robin Schlaff  
Director, Office for Women

**DATE:** February 13, 2018

**SUBJECT:** Authority to enter into an agreement with Legal Services of the Hudson Valley to provide comprehensive civil legal services for victims of domestic violence for a total amount not-to-exceed \$3,019,743, for a term commencing on January 1, 2018 and continuing through December 31, 2020

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The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester (the "County") to enter into an agreement (the "Agreement") with Legal Services of the Hudson Valley ("LSHV") to provide comprehensive civil legal services for victims of domestic violence, for a term commencing on January 1, 2018 and continuing through December 31, 2020, for an amount not-to-exceed \$3,019,743 to be paid quarterly pursuant to an approved budget.

The funding amount per year will not exceed \$1,006,581, of which the County's share is estimated to be \$336,619: \$35,622 through the budget of the Office for Women, and \$300,997 which is the County's share of the IDCP; New York State's share is estimated to be \$291,288, which is the State share of the IDCP; and the Federal government's share is estimated to be \$378,674, which is the Federal share of the IDCP.

The proposed Agreement is the result of a request for proposals ("RFP") which was sent out to 109 organizations throughout New York State and was made available on the County's Web site where it could be accessed by additional organizations including minority- and women-owned businesses.

In response to the RFP, LSHV was the only agency to submit a proposal. The County reviewed and evaluated the proposal based upon evaluation criteria specified in the RFP. As a result, the County determined that LSHV is an ideal agency to continue providing the solicited services.

LSHV (then called Westchester Putnam Legal Services) began providing such services under contract to the County in 1999. Clients for this program are referred by the Family Court Legal Centers in White Plains and Yonkers and by self-referral directly to LSHV. LSHV has developed

over the course of previous contracts a seamless working relationship with the courts and with the Family Court Legal Centers, such that no eligible client who asks for it has been refused service.

LSHV will subcontract with Pace University, acting by and through the Women's Justice Center of the Pace University School of Law ("Pace") to provide additional civil legal services for immigrant and non-immigrant victims through the Family Court Domestic Violence Legal Practicum in the Family Courts in White Plains and Yonkers.

LSHV will also subcontract with My Sisters' Place, Inc. ("My Sisters' Place") through its legal program to provide additional civil legal services in Yonkers to women victims. The legal program, which began providing services in 1997, serves women for representation in domestic violence, support, custody and visitation litigation, enabling those women to leave their abusive partners and survive independently.

The proposed Agreement will serve a public purpose by making available to victims various civil legal services that they need and might otherwise be unable to obtain.

The goal and objective of the proposed Agreement is for LSHV, Pace and My Sisters' Place to collectively provide civil legal services to approximately 194 victims per month.

The goal and objective of the proposed Agreement is in the best interests of the County in terms of the public health, safety and general welfare, as providing legal services to victims of domestic violence will improve victim identification, screening, assessment and, ultimately, victim service provision.

The goal and objective of the proposed Agreement will be tracked and monitored by the Office for Women.

I respectfully recommend the adoption of the attached Resolution.

# RESOLUTION

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

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an agreement (the "Agreement") with Legal Services of the Hudson Valley, for a term commencing on January 1, 2018 and continuing through December 31, 2020, for provision of comprehensive civil legal services for victims of domestic violence; and be it further

**RESOLVED**, that Legal Services of the Hudson Valley will subcontract with Pace University, acting by and through the Women's Justice Center of the Pace University School of Law, to provide additional civil legal services for immigrant and non-immigrant victims through the Family Court Domestic Violence Legal Practicum in the Family Courts in White Plains and Yonkers; and be it further

**RESOLVED**, that Legal Services of the Hudson Valley will subcontract with My Sisters' Place, Inc. through its legal program to provide additional civil legal services in Yonkers to women victims; and be it further

**RESOLVED**, that in consideration for services to be rendered, Legal Services of the Hudson Valley shall be paid an amount not-to-exceed \$3,019,743, to be paid quarterly pursuant to an approved budget; and be it further

**RESOLVED**, that the funding amount per year will not exceed \$1,006,581, of which the County's share is estimated to be \$336,619: \$35,622 through the budget of the Office for Women, and \$300,997 which is the County's share of the IDCP; New York State's share is estimated to be \$291,288, which is the State share of the IDCP; and the Federal government's share is estimated to be \$378,674, which is the Federal share of the IDCP; 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.

**2018**

496,672 LSHV  
 370,555 Pace FCLP  
103,732 My Sisters' Place  
**970,959 Trust funds**

17,811 Pace Immigrant WP  
17,811 Pace Immigrant Yks  
**35,622 Tax levy funds**

**2019**

496,672 LSHV  
 370,555 Pace FCLP  
103,732 My Sisters' Place  
**970,959 Trust funds**

17,811 Pace Immigrant WP  
17,811 Pace Immigrant Yks  
**35,622 Tax levy funds**

**2020**

496,672 LSHV  
 370,555 Pace FCLP  
103,732 My Sisters' Place  
**970,959 Trust funds**

17,811 Pace Immigrant WP  
17,811 Pace Immigrant Yks  
**35,622 Tax levy funds**

Account to be charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year
263	11	111T	4380	T111	\$970,959	2018
101	11	0900	4380	N/A	\$35,622	2018
263	11	111U	4380	T111	\$970,959	2019
101	11	0900	4380	N/A	\$35,622	2019
263	11	111V	4380	T111	\$970,959	2020
101	11	0900	4380	N/A	\$35,622	2020

**Budget Funding Year(s)** 2018-2020

(must match resolution)

**Start Date:** 1/1/2018

**End Date:** 12/31/2020

\$3,019,743

(must match resolution)

**Funding Source:** Tax Dollars \$1,009,857

State Aid \$873,864

Federal Aid \$1,136,022

Other \_\_\_\_\_