

**62191**

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

**FROM:** Honorable George Latimer  
Westchester County Executive  
  
Robin Schlaff  
Director, Office for Women

**DATE:** March 20, 2018

**SUBJECT:** Authority to enter into an agreement with The LOFT: Lesbian and Gay Community Services Center, Inc. to provide information, education and training for Westchester's lesbian, gay, bisexual and transgender community, their families, and service providers seeking support for clients, for a term commencing January 1, 2018 and continuing through December 31, 2018, for an amount not-to-exceed \$33,000

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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 The LOFT: Lesbian and Gay Community Services Center, Inc. (the "LOFT") pursuant to which the LOFT will provide information, education and training for Westchester's lesbian, gay, bisexual and transgender ("LGBT") community, their families, and service providers seeking support for LGBT clients, for a term commencing January 1, 2018 and continuing through December 31, 2018, for an amount not-to-exceed of \$33,000, payable quarterly pursuant to an approved budget.

Founded in 1983, the LOFT is a nexus for information, crisis assistance, peer counseling, and professional referrals and provides culturally competent services to meet the health and wellness needs of the LGBT community. There is a great need for staff with crisis intervention and educational skills and expertise in the areas of HIV and AIDS, drug and alcohol abuse awareness and homelessness, and the LOFT is uniquely qualified to provide this type of service.

The proposed Agreement will serve a public purpose by providing information, education and training for Westchester's LGBT community, their families, and service providers seeking support for LGBT clients.

The goals and objectives of the proposed Agreement are for the LOFT to provide five (5) cultural competence/educational trainings and participate in 10 community events reaching approximately 2,350 participants, as well as assist 3,000 helpline callers. During the previous contract term, the LOFT provided nine (9) trainings, reached over 2,496 participants and assisted 3,622 helpline callers.

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

The procurement of the proposed Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a)(ix) thereof, which exempts contracts with teachers, lecturers, and other educational professionals or experts.

Attached for your consideration is a proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT 2024/1972018 - USA MR/IAJ, SECRETARY

# RESOLUTION

Upon a communication from the Westchester County Executive 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, (the "County") is hereby authorized to enter into an agreement (the "Agreement") with The LOFT: Lesbian and Gay Community Services Center, Inc. (the "LOFT") pursuant to which the LOFT will provide information, education and training for Westchester's lesbian, gay, bisexual and transgender ("LGBT") community, their families, and service providers seeking support for LGBT clients, for a term commencing January 1, 2018 and continuing through December 31, 2018, for an amount not-to-exceed of \$33,000, 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	\$33,000	2018

**Budget Funding Year(s)** 2018      **Start Date:** 1/1/2018      **End Date:** 12/31/2018  
 (must match resolution)

**Funding Source:** Tax Dollars \$33,000  
 State Aid \_\_\_\_\_  
 Federal Aid \_\_\_\_\_  
 Other \_\_\_\_\_

\$33,000  
 (must match resolution)