

68146

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Honorable George Latimer
Westchester County Executive

Robin Schlaff
Director, Office for Women

DATE: February 28, 2019

SUBJECT: Resolution to exempt the procurement of an agreement with Legal Services of the Hudson Valley, pursuant to which it will provide free comprehensive civil legal services to the indigent as well as legal assistance to low-income immigrants at the County's Mount Vernon District Office, which is a more convenient location for those living in southern Westchester County, from the application of the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof.

Authority is hereby requested from your Honorable Board to exempt the procurement of an agreement between the County of Westchester, acting by and through its Office for Women, (the "County") and Legal Services of the Hudson Valley ("LSHV"), pursuant to which LSHV will provide free comprehensive civil legal services to the indigent as well as legal assistance to low-income immigrants at the County's Mount Vernon District Office, which is a more convenient location for those living in southern Westchester County, for a term commencing on January 1, 2019 and continuing through December 31, 2019 from the application of the Westchester County Procurement Policy and Procedures.

Ordinarily under Section 5(b) of the Westchester County Procurement Policy, the County is required to solicit written quotations from no fewer than three entities customarily providing the requested services. However, LSHV is uniquely qualified to provide these types of services. LSHV is the only provider of comprehensive legal services in the County and has represented tens of thousands of clients in Westchester with high-quality, competent, accessible attorneys and paralegals.

The County believes that the requested exemption is justified because LSHV has successfully provided these services under contracts administered through the Office for Women since 2008, offering a full array of services to low-income individuals and families requiring legal assistance in meeting their essential needs and to preserve the stability of their households.

In the years that LSHV has been funded through contracts administered by the Office for Women, your Board has determined that it was in the best interests of the County to exempt those contracts from the Westchester County Procurement Policy requirements because of its unique focus.

Based on the foregoing, it is proposed that the best interests of the County would be served by again exempting the procurement of the proposed Agreement from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof as being in the best interest of the County. Accordingly, a resolution to exempt this procurement is hereby submitted for your consideration.

We respectfully recommend the adoption of the attached resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT 03/28/2019 JICA MARIJAJ, SECRETARY

RESOLUTION

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

RESOLVED, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of an agreement with Legal Services of the Hudson Valley (“LSHV”), for a term commencing on January 1, 2019 and continuing through December 31, 2019, pursuant to which LSHV will provide free comprehensive civil legal services to the indigent as well as legal assistance to low-income immigrants at the County’s Mount Vernon District Office, which is a more convenient location for those living in southern Westchester County.