

DATE January 27, 2010

TO: Board of Acquisition and Contract

FROM: Edward Buroughs
Acting Commissioner

SUBJECT: Resolution Authorizing an Exemption from the County of Westchester Procurement Policy and Procedures of an Agreement with The Housing Action Council, Inc., to Provide Technical Assistance to Not-for-Profit Developers of New Fair and Affordable Housing Projects, Pursuant to Section 3(a)xxi of the Westchester County Procurement Policy

For many years, the County of Westchester has retained the Housing Action Council, Inc., (HAC) to provide technical assistance to not-for-profit developers of fair and affordable housing. The technical assistance includes, but is not limited to: completing grant applications; determining financial feasibility; securing federal, state and private funds; assisting in obtaining local approval for new housing projects, and working with non-profit boards to implement new housing projects. The amount of the agreement shall not exceed \$100,000.00, pursuant to an approved budget, and the term of the agreement is January 1, 2010 to December 31, 2010.

Organized in 1974, the Housing Action Council is a not-for-profit organization charged with expanding and preserving housing opportunities for low and moderate income households, including special needs populations. Its role is that of a catalyst, providing technical assistance to community organizations, human service organizations, not-for-profit and limited profit developers, and municipalities to carry out successful fair and affordable housing developments. HAC helps to identify sites, assess feasibility, secure financing, negotiate local approvals, and coordinate the development process. It also advises boards of directors on the development process, forms development entities, and assists in building the capacity of organizations to develop housing. During the past ten years, the HAC has helped facilitate the development of over 1,500 housing units throughout Westchester County, including rental and homeownership.

This agreement will serve the public purpose of providing fair and affordable housing and exhibiting fiscal responsibility through the increase in tax revenue.

Should this agreement not be approved, valuable fair and affordable housing construction projects will decline in Westchester County. With the assistance of Housing Action Council, Inc., Westchester County was able to acquire an additional 162 fair and affordable housing units in 2009. This level of increase will not be realized in 2010 should this agreement not be authorized.

Based upon the foregoing facts, it would be in the best interest of the County of Westchester to continue to retain Housing Action Council, Inc., to provide those technical services.

In addition, pursuant to Section 3(a)xxi thereof, the County of Westchester Procurement Policy is not applicable to a procurement for which your Honorable Board determines by resolution passed prior to

commencing such procurement that compliance with the policy would not be in the best interest of the County.

A proposed resolution to exempt the subject procurement is submitted herewith for your consideration.

A separate resolution of even date requesting authority to enter into an agreement with Housing Action Council, Inc., for the above-mentioned services is being submitted for your approval.

I recommend approval of this exemption.

EB/dg
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 5-6-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE ACTING COMMISSIONER OF PLANNING, 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 procedure requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interest of the County in conjunction with the procurement of an agreement with Housing Action Council, Inc., for the provision of technical assistance to not-for-profit developers of fair and affordable housing in Westchester County.

APPROVED BOARD OF ACQUISITION & CONTRACT - 5-6-2010 - JOMARY VIEIRA, SECRETARY