

75724

DATE: March 31, 2020

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond
Commissioner of Planning

SUBJECT: Resolution to exempt the procurement of an agreement from the Westchester County Procurement Policy and Procedure pursuant to Section 3(a) xxi for an agreement with Community Capital New York, Inc., to provide operational funding to carry out fair and affordable housing and small business activities.

Authority is hereby requested from your Honorable Board to exempt from the application of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(xxi) thereof, the procurement of an agreement between the County of Westchester and Community Capital New York, Inc. ("CCNY"). The Department of Planning will enter into an agreement in an amount not to exceed \$111,458.00 with CCNY to provide unique services in the area of affordable housing development finance and small business activities. The term of the agreement is January 1, 2020 to December 31, 2020.

CCNY has been active in the Westchester County housing market for 30 years and has knowledge of the needs of local developers. CCNY works with both for-profit and non-profit developers and housing agencies to provide financing on housing developments that will ultimately provide affordable housing to low and moderate income households.

CCNY will provide services which will include, but not be limited to: providing catalytic "gap" financing to no fewer than three Fair and Affordable housing developments in Westchester; guidance on access to capital for the owners of 145 start up and emerging small businesses in Westchester County; promotion of the availability of affordable homes to their 2,966 person mailing list; 300 hours of technical assistance to small businesses through workshops, one-on-one support, accounting training, coaching and networking activities. CCNY met or exceeded their goals for the 2019 contract period. We anticipate CCNY will meet or exceed all of their goals in 2020.

The goal and objective of this agreement is to promote the provision of fair and affordable housing and to support small businesses.

Ordinarily, Section 5(b) of the Procurement Policy requires the County to solicit written quotations from no fewer than three persons customarily providing such services in order to procure this type of service. However, pursuant to Section 3(a) xxi, the Procurement Policy is not applicable to any procurement for which this 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. Given the position of CCNY as a provider of unique affordable housing services, and in light of the above facts, it is proposed that the best interest of the County would be served by exempting the procurement of a contract with CCNY from the Procurement Policy.

Accordingly, a resolution to exempt the procurement of Community Capital New York, Inc., is hereby submitted for your consideration.

I recommend approval of this exemption.

NVD/cp
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/09/2010 - USA/MP/ASJ SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE 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 procedural requirements contained therein, including the necessity of soliciting written quotations, is not in the best interest of the County of Westchester in connection with the procurement of an agreement with Community Capital New York, Inc., to provide assistance to the Department of Planning in the provision of affordable housing and to provide assistance to small businesses from January 1, 2020 through December 31, 2020.

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