

**79483**

DATE September 16, 2020

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond  
Commissioner of Planning

SUBJECT: Resolution authorizing the agreement between the County of Westchester and Family Services of Westchester in order to provide meals to households impacted by COVID-19 under the 2020 Community Partnership program round 3 in Westchester County.

The attached resolution authorizes the County of Westchester (the "County") to enter into an agreement with Family Services of Westchester (the "FSW") whereby the County will pay FSW \$40,000.00 through the Coronavirus Relief Fund pursuant to an approved budget, in exchange for which FSW will provide assistance to households and local restaurants who have been adversely impacted by the Coronavirus Pandemic. The FSW will receive \$40,000.00 of which it will retain \$3,200.00 for administrative cost; the remaining funds will be distributed to the restaurants that will prepare all meals for the program. The term of the agreement is September 24, 2020 to December 15, 2020.

The FSW will participate in the County's 2020 Community Table Partnership program round 3. This agreement will provide funding to help local restaurants provide meals to individuals/clients/families that are experiencing food insecurity. The FSW will select local restaurants to participate in the program. The FSW will provide a meal voucher to program participants that can be redeemed at local restaurants for meals.

The goal and objective of this agreement is to ensure that local residents have access to food resources in a variety of ways. The program will be monitored by the Westchester County Department of Planning staff, who will review all payment requests to ensure all contractual requirements are met.

The Department of Planning issued a public Request For Proposals on June 22, 2020 on the County's website, seeking proposals from local Chambers of Commerce and/or 501(c)(3) and/or 501 (c)(6) charitable organizations to apply for a grant from the 2020 Community Table Partnership program round 3. This program addresses food insecurity for individual or family households, while supporting the local restaurant industry who will prepare the meals. As of

September 16, 2020 nine (9) organizations submitted proposals; El Centro Hispano, Inc. - Northern White Plains and Elmsford, Community Resources Center - Mamaroneck, Mexican-American Small Business Association of Yonkers, Inc., Mt Kisco Chamber of Commerce, Mount Vernon Chamber of Commerce, YWCA of White Plains & Central Westchester, Family Services of Westchester, Yorktown Small Business Association, and Open Door Family Medical Center, Inc.

The County will seek to enter into agreement with the following organizations as well as they submitted comparable proposals: El Centro Hispano, Inc. - Northern White Plains and Elmsford - \$40,000, Community Resources Center – Mamaroneck - \$20,000, Mexican-American Small Business Association of Yonkers, Inc. - \$50,000, Mt Kisco Chamber of Commerce - \$20,000, Mount Vernon Chamber of Commerce - \$50,000, YWCA of White Plains & Central Westchester - \$50,000 and Family Service Westchester - \$40,000. Separate resolutions will be submitted for authority to enter into agreements for those organization in excess of \$35,000, and short form contract approval will be sought for the remaining organizations.

I recommend approval of this agreement.

NVD/TA/cp  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACTS  
09/27/2020  
ESM MARIJAS

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with Family Services of Westchester (the "FSW"), for the term September 24, 2020 to December 15, 2020, to provide a 2020 Community Table Partnership program round 3 that will assist local restaurants and households who have been adversely impacted by the Coronavirus pandemic by distributing meals that have been prepared by local restaurants. The FSW will give meal vouchers to program participants; and be it further

RESOLVED, that the FSW shall be paid an amount not to exceed \$40,000.00 through the Coronavirus Relief Fund Program of which the FSW will retain \$3,200.00 for administrative costs and the remaining funds will be distributed to the restaurants that will prepare all meals for the program, pursuant to an approved budget; and

RESOLVED, that the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate the purposes hereof.

Account to be Charged/Credited

		Major Program, Program & Phase	Object/	Trust	
Fund	Dept	Or Unit	Sub Object	Account	Dollars
101	19	0100	4998	N/A	\$40,000.00

Budget Funding Year(s) FY 2020 Start Date September 24, 2020 End Date December 15, 2020  
 (must match resolution)

Funding Source Tax Dollars \$40,000  
 State Aid \_\_\_\_\_  
 Federal Aid \_\_\_\_\_  
 Other \_\_\_\_\_

**\$40,000.00**  
 (must match resolution)