

**79563**

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

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

**DATE:** September 18, 2020

**SUBJECT:** Resolution to exempt the procurement of an agreement with Women's Enterprise Development Center, Inc., pursuant to which it will assist Minority and Women-Owned Business Enterprises who have been negatively impacted by COVID-19 and who are threatened with dissolution, pursuant to Section 3(a)(xxi) the Westchester County Procurement Policy.

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Authority is hereby requested from your Honorable Board to exempt the procurement of an agreement (the "Agreement") between the County of Westchester, acting by and through its Office for Women, (the "County") and Women's Enterprise Development Center, Inc. (the "Center"), pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy. The Center will assist Minority and Women-Owned Business Enterprises ("MWBEs") who have been negatively impacted by COVID-19 and who are threatened with dissolution, for a term commencing on September 28, 2020 and continuing through December 30, 2020.

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, the Center is uniquely qualified to provide this assistance. The Center empowers entrepreneurs to build successful businesses by providing high quality training programs, advisory services and access to capital to generate economic growth in Westchester County and the Hudson Valley. The immediate need for this assistance is great, as many businesses serving Westchester have been negatively impacted by the COVID-19 pandemic.

The County believes that the requested exemption is justified because the Center has successfully provided similar services under contracts administered through the Office for Women since 2001. Since then, 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 pursuant to Section 3(a)(xxi) thereof. 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 - 09/24/2020 - LISA 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, 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 Women's Enterprise Development Center, Inc. (the "Center"), for a term commencing on September 28, 2020 and continuing through December 30, 2020, pursuant to which the Center will assist Minority and Women-Owned Business Enterprises who have been negatively impacted by COVID-19 and who are threatened with dissolution.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION  
10/14/2020 - USA MARIJAJ, SECRETARY