

79566

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: Authority to enter into 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, for a term from September 28, 2020 through December 30, 2020, for an amount not-to-exceed \$196,000.00.

Authority is hereby requested from your Honorable Board for the County of Westchester, acting by and through its Office for Women, (the "County") to enter into an agreement (the "Agreement") with Women's Enterprise Development Center, Inc. (the "Center"), pursuant to which 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 an amount not-to-exceed One Hundred Ninety-Six Thousand Dollars (\$196,000.00), payable monthly, pursuant to an approved budget, for a term commencing on September 28, 2020 and continuing through December 30, 2020.

The proposed Agreement will serve a public purpose by providing MWBEs with the assistance they need to stay opened after facing challenges due to the COVID-19 pandemic. This will, in turn, help rebuild Westchester's economy.

The goals and objectives of the proposed Agreement are to provide assistance to eligible MWBEs as well as a six-week MWBE COVID-19 Impact Accelerator Program (the "Program"). The Program will be conducted virtually and address relevant business topics each week. In addition, the Center will conduct one-on-one business counseling sessions, and each participating MWBE will develop an individual action plan for growth.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Office for Women.

Authority to exempt the procurement of the proposed Agreement from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof, has been granted by your Honorable Board pursuant to a separate resolution submitted on even date herewith.

We respectfully recommend the adoption of the attached resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/24/2020 - LISA MAJAJ, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Office for Women, (the "County") is hereby authorized to enter into an agreement (the "Agreement") with Women's Enterprise Development Center, Inc. (the "Center"), pursuant to which 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 an amount not-to-exceed One Hundred Ninety-Six Thousand Dollars (\$196,000.00), payable monthly, pursuant to an approved budget, for a term commencing on September 28, 2020 and continuing through December 30, 2020; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year
101	11	0900	4998	N/A	\$196,000	2020

Budget Funding Year(s) 2020

Start Date: 9/28/2020

End Date: 12/30/2020

(must match resolution)

Funding Source:

Tax Dollars \$196,000

State Aid _____

Federal Aid _____

Other _____

\$196,000

(must match resolution)