

DATE: March 5, 2010

TO: Board of Acquisition and Contract

FROM: Edward Buroughs  
Acting Commissioner

SUBJECT: Resolution to Exempt from the Westchester County Procurement Policy and Procedures the Procurement of a Contract with the Westchester Housing Fund, Inc. d/b/a Community Capital Resources to Provide Operational Funding to Carry Out Affordable Housing Activities Pursuant to Section 3(a)xxi of the County of Westchester Procurement Policy

The Department of Planning will enter into an agreement in an amount not to exceed \$110,725.00 with the Westchester Housing Fund, Inc. d/b/a Community Capital Resources (CCR) to provide unique services in the area of affordable housing development. The term of the agreement is January 1, 2010 to December 31, 2010. The Westchester Housing Fund, Inc. d/b/a Community Capital Resources will provide services which will include, but not be limited to, financing for the creation of new affordable housing projects focusing particularly on addressing the needs of the Fair Housing Settlement and the foreclosure crisis, providing critical "gap" financing to six (6) affordable housing projects in Westchester County, and providing part time foreclosure prevention counseling. They will also provide technical assistance, support, advocacy and/or financing to at least 12 housing groups, developers, municipalities or other community groups on affordable housing, with priority given to projects in communities that will address the settlement order. CCR will also help seventy-five (75) small businesses access capital to start up their businesses in Westchester County, as well as provide 275 hours of technical assistance to small business owners. CCR will provide financial education/asset building to those struggling to manage their finances thru workshops and the creation & distribution of financial literature.

Based on the performance of other organizations the County has used for these services, the Westchester Housing Fund, Inc. d/b/a Community Capital Resources has met most of its goals as outlined in their agreement. The Westchester Housing Fund, Inc. d/b/a Community Capital Resources is a liaison between the County and prospective developers. The Westchester Housing Fund, Inc. d/b/a Community Capital Resources does feasibility studies providing the County with pertinent information enabling the County to make sound decisions regarding those housing projects which should be funded and the level of funding.

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

Should this agreement not be approved, there will be a reduction in new affordable housing in Westchester County. Without the assistance of the Westchester Housing Fund, Inc. d/b/a Community Capital Resources, 500 perspective purchasers will not receive information on affordable housing.

Pursuant to Section 3(a)xxi thereof, the Westchester County Procurement Policy and Procedures are not applicable to a procurement for which your Honorable Board determines by resolution passed prior to commencing such a procurement that compliance with the policy will not be in the best interest of the County. Given the organization's position as provider of unique affordable housing services, it is proposed that the best interest of the County would be served by exempting the procurement of a contract with Westchester Housing Fund, Inc. d/b/a Community Capital Resources, from the Procurement Policy.

Accordingly, a resolution to exempt the procurement of Westchester Housing Fund, Inc. d/b/a Community Capital Resources is hereby submitted for your consideration.

I recommend approval of this exemption.

EB/dg  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 4-22-2010 - 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 procedural requirements contained therein, including the necessity of soliciting written quotations, is not in the best interest of the County in connection with the agreement with Westchester Housing Fund, Inc. d/b/a Community Capital Resources to provide assistance to the Department of Planning in the provision of affordable housing, and be it further

RESOLVED, that the County Executive or his authorized designee be and hereby is authorized to execute any and all documents necessary and appropriate to effectuate purposes hereof.

S:\ADMINISTRATION\CONTRACTS\Completed Contracts\Planning\CPL10344\Resolution - Exemption.doc

APPROVED BOARD OF ACQUISITION & CONTRACT - 4-22-2010 - JOMARY VIEIRA, SECRETARY