

82841

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Honorable George Latimer
Westchester County Executive

Robin Schlaff
Director, Office for Women

DATE: February 22, 2021

SUBJECT: Authority to enter into an agreement with El Centro Hispano, Inc., pursuant to which it will provide computer classes for Hispanic senior citizens and other adults, as well as assist with COVID-19 vaccine registration, for a term from January 1, 2021 through December 31, 2021, for an amount not to exceed \$43,494.00.

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 El Centro Hispano, Inc. ("El Centro Hispano"), pursuant to which El Centro Hispano will provide computer classes for Hispanic senior citizens and other adults, as well as assist the Hispanic community with COVID-19 vaccine registration and help navigate the online system, for an amount not to exceed Forty-Three Thousand Four Hundred Ninety-Four Dollars (\$43,494.00), payable quarterly, pursuant to an approved budget, for a term commencing on January 1, 2021 and continuing through December 31, 2021.

El Centro Hispano has been offering classes through its Technology Center since 2009. As the Hispanic population in Westchester continues to grow, so does the need for computer training and education to assist in economic stability and mainstream into society.

The proposed Agreement will serve a public purpose by offering a variety of classes to help adults maintain self-sufficiency.

The goals and objectives of the proposed Agreement are for El Centro Hispano to provide cycles of virtual and/or in-person computer classes for Hispanic senior citizens and other adults at its Technology Center in White Plains. In addition, El Centro Hispano will assist the Hispanic community with COVID-19 vaccine registration and help navigate the online system, as needed.

The goals and objectives of the proposed Agreement are in the best interests of the County in terms of the public health, safety and general welfare, as providing these classes may help adults obtain computer skills required in today's job market.

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

The procurement of the proposed Agreement is exempt from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(ix) thereof, which exempts contracts with teachers, lecturers, and other educational professionals or experts.

We respectfully recommend the adoption of the attached resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT 03/18/2021 LISA MARIJA 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 El Centro Hispano, Inc. ("El Centro Hispano"), pursuant to which El Centro Hispano will provide computer classes for Hispanic senior citizens and other adults, as well as assist the Hispanic community with COVID-19 vaccine registration and help navigate the online system, for an amount not to exceed Forty-Three Thousand Four Hundred Ninety-Four Dollars (\$43,494.00), payable quarterly, pursuant to an approved budget, for a term commencing on January 1, 2021 and continuing through December 31, 2021; 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 El Centro Hispano, then El Centro Hispano 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	52	2508	5100	N/A	\$43,494	2021

Budget Funding Year(s) 2021
(must match resolution)

Start Date: 1/1/2021 **End Date:** 12/31/2021

\$43,494
(must match resolution)

Funding Source: Tax Dollars \$43,494
State Aid _____
Federal Aid _____
Other _____