

**82845**

**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:** Resolution to exempt the procurement of an agreement with Legal Services of the Hudson Valley pursuant to Section 3(a)(xxi) of 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 Legal Services of the Hudson Valley ("LSHV"), pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy. LSHV will provide free comprehensive civil legal services to the indigent as well as legal assistance to low-income immigrants at the County's Mt. Vernon District Office, which is a more convenient location for those living in southern Westchester County, for a term commencing on January 1, 2021 and continuing through December 31, 2021.

Ordinarily under Section 6 of the Westchester County Procurement Policy, the County is required to solicit competitive proposals for a procurement expected to cost \$75,000.00 or more for these type of services, through a request for proposals ("RFP"). However, soliciting competitive proposals through the issuance of an RFP is not in the best interest of the County as LSHV is uniquely qualified to provide these types of services as the only provider of comprehensive legal services in the County and has represented tens of thousands of clients in Westchester with high-quality, competent, accessible attorneys and paralegals.

Furthermore, LSHV has successfully provided these services under contracts administered through the Office for Women since 2008, offering a full array of services to low-income individuals and families requiring legal assistance in meeting their essential needs and to preserve the stability of their households.

In the years that LSHV has been funded through contracts administered by the Office for Women, 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. Given LSHV's experience, capabilities, and past work for the County, 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 - 03/18/2021 - LISA M. J. 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, acting by and through its Office for Women, in connection with the procurement of an agreement with Legal Services of the Hudson Valley (“LSHV”), for a term commencing on January 1, 2021 and continuing through December 31, 2021, pursuant to which LSHV will provide free comprehensive civil legal services to the indigent as well as legal assistance to low-income immigrants at the County’s Mt. Vernon District Office.

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/18/2021 - USA MARIJAJ, SECRETARY