

82846

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 Legal Services of the Hudson Valley, pursuant to which it 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, for a term from January 1, 2021 through December 31, 2021, for an amount not to exceed \$396,521.00.

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 Legal Services of the Hudson Valley ("LSHV"), 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 Mount 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, for an amount not to exceed Three Hundred Ninety-Six Thousand Five Hundred Twenty-One Dollars (\$396,521.00), net of County charges, payable quarterly, pursuant to an approved budget.

The County's costs and expenses will be deducted from the appropriated amount prior to quarterly payment, in accordance with Schedule A-1 attached hereto and made a part hereof.

The proposed Agreement will serve a public purpose by providing low-income residents of southern Westchester County legal services that they may otherwise be unable to obtain.

The goals and objectives of the Agreement are to provide advice, counsel, brief services and direct representation in civil matters including housing, public benefits, education, elder law, consumer, employment and family law matters to indigents and low-income immigrants residing in southern Westchester County.

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

Authority to exempt the proposed Agreement from the requirements of the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xx) thereof, has been submitted for your Board's consideration via separate resolution.

We respectfully recommend the adoption of the attached resolution.

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

RESOLUTION

Upon a communication from the Westchester County Executive and the Director of the Office of 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 Legal Services of the Hudson Valley ("LSHV"), 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 Mount 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, for an amount not to exceed Three Hundred Ninety-Six Thousand Five Hundred Twenty-One Dollars (\$396,521.00), net of County charges, payable quarterly, pursuant to an approved budget; and be it further

RESOLVED, that the County's costs and expenses will be deducted from the appropriated amount prior to quarterly payment, in accordance with Schedule A-1 attached hereto and made a part hereof; 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 LSHV, then LSHV shall have the right to terminate this Agreement upon reasonable prior written notice.

RESOLVED, that the County Executive or his 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	2092	5100	N/A	\$392,648.00	2021
101	52	2508	5100	N/A	\$3,873.00	2021

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

Start Date: 1/1/2021

End Date: 12/31/2021

\$396,521.00

Funding Source:

Tax Dollars \$396,521.00

State Aid _____

(must match resolution)

Federal Aid _____

Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/18/2021 - LISA MRIJAJ, SECRETARY

SCHEDULE A-1

COUNTY'S COSTS TO BE DEDUCTED FROM APPROPRIATED AMOUNT

ONGOING MONTHLY COSTS

\$1,465.33 Monthly Rent

\$419.33 Monthly DoIT Charges

\$1,884.66 Monthly Grand Total

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/18/2021 LISA MRIJAJ, SECRETARY