

**83004**

**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** Honorable George Latimer  
Westchester County Executive  
Robin Schlaff  
Director, Office for Women

**DATE:** March 1, 2021

**SUBJECT:** Authority to enter into an agreement with Legal Services of the Hudson Valley, pursuant to which it will provide civil legal services to poor and low-income Westchester County residents in Peekskill and New Rochelle, for a term from January 1, 2021 through December 31, 2021, for an amount not to exceed \$170,454.00.

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The attached resolution, if approved by your Honorable Board, would authorize 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 legal services to poor and low-income Westchester County residents in Peekskill and New Rochelle, for a term commencing on January 1, 2021 and continuing through December 31, 2021, for an amount not to exceed One Hundred Seventy Thousand Four Hundred Fifty-Four Dollars (\$170,454.00), to be paid quarterly pursuant to an approved budget.

The proposed Agreement will serve a public purpose by providing free civil legal services to low-income individuals in Peekskill and New Rochelle who cannot afford representation, ultimately helping them avoid dependency on public assistance.

LSHV has successfully provided similar legal services at the County's Mount Vernon District Office under county contracts since 2008. In 2013, LSHV expanded those services to the underprivileged population in northern Westchester, and in 2014 expanded to New Rochelle.

The goal and objective of the proposed Agreement is for LSHV to provide representation in civil matters including, but not limited to, housing, public benefits, education, elder law, consumer, employment, orders of protection, custody, visitation, child and spousal support.

The goal and objective 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 pursuant to Section 3(a)(xiv) thereof, which exempts contracts with not-for-profit organizations for the purposes of providing aid, care and support to persons in need of public assistance.

Attached for your consideration is a proposed resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/18/2021 - LISA M. JARVIS 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 Legal Services of the Hudson Valley ("LSHV") pursuant to which LSHV will provide civil legal services to poor and low-income Westchester County residents in Peekskill and New Rochelle, for a term commencing on January 1, 2021 and continuing through December 31, 2021, for an amount not to exceed One Hundred Seventy Thousand Four Hundred Fifty-Four Dollars (\$170,454.00), to be paid quarterly pursuant to an approved budget; 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; and be it further

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

Account to be charged/credited:

Fund	Dept	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year
101	52	2093	5100	N/A	\$122,460	2021
101	52	2508	5100	N/A	\$47,994	2021

**Budget Funding Year(s)** 2021      **Start Date:** 1/1/2021      **End Date:** 12/31/2021  
 (must match resolution)

\$170,454  
 (must match resolution)

**Funding Source:** Tax Dollars \$170,454  
 State Aid \_\_\_\_\_  
 Federal Aid \_\_\_\_\_  
 Other \_\_\_\_\_