

**83890**

DATE: March 30, 2021

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond  
Commissioner of Planning

SUBJECT: Resolution to exempt the procurement of an agreement from the Westchester County Procurement Policy and Procedure pursuant to Section 3(a) xxi for an agreement with Community Capital New York, Inc., to provide operational funding to carry out fair and affordable housing and small business activities.

Authority is hereby requested from your Honorable Board to exempt from the application of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(xxi) thereof, the procurement of an agreement between the County of Westchester and Community Capital New York, Inc. ("CCNY"). The Department of Planning will enter into an agreement in an amount not to exceed \$120,961.00 with CCNY to provide unique services in the area of affordable housing development finance and small business activities. The term of the agreement is January 1, 2021 to December 31, 2021.

CCNY has been active in the Westchester County housing market for 30 years and has knowledge of the needs of local developers. CCNY works with both for-profit and non-profit developers and housing agencies to provide financing on housing developments that will ultimately provide affordable housing to low and moderate income households.

CCNY will provide services which will include, but not be limited to: a combination of financing and technical assistance services to benefit low income, women and minority residents of Westchester County, New York. Through the provision of advocacy, expertise and capital CCNY staff will work with developers, entrepreneurs and individuals to create opportunities for residents to become stakeholders in their communities. Understanding that affordable homes, sustainable businesses and good credit are the foundations from which disadvantaged communities can become financially stable and engage in wealth building, CCNY will use its staff and financial resources to foster the creation of affordable homes, support the start-up and growth of small businesses, particularly for those not served by traditional lenders, and encourage low income households to understand personal financial management and build credit.

CCNY met or exceeded their goals for the 2020 contract period. We anticipate CCNY will meet or exceed all of their goals in 2021.

The goal and objective of this agreement is to promote the provision of fair and affordable housing and to support small businesses.

Ordinarily, Section 6 of the Procurement Policy requires the County to issue a Request for Proposals in order to procure this type of service. However, pursuant to Section 3(a) xxi, the Procurement Policy is not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interest of the County. Given the position of CCNY as a provider of unique affordable housing services, and in light of the above facts, it is proposed that the best interest of the County would be served by exempting the procurement of a contract with CCNY from the Procurement Policy.

Accordingly, a resolution to exempt the procurement of Community Capital New York, Inc., is hereby submitted for your consideration.

I recommend approval of this exemption.

NVD/cp  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/05/2021 - US/PIJAJ, SECRETARY

## RESOLUTION

UPON A COMMUNICATION FROM THE 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 issuing a Request for Proposals, is not in the best interest of the County of Westchester in connection with the procurement of an agreement with Community Capital New York, Inc., to provide assistance to the Department of Planning in the provision of affordable housing and to provide assistance to small businesses from January 1, 2021 through December 31, 2021.

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APPROVED BOARD OF ACQUISITION & CONTRACT - 04/03/2021 - LESLIE RIJAJ, SECRETARY