

George Latimer  
County Executive

84294

Date: April 14 2021

To: The Honorable Board of Acquisition and Contract

From: George Latimer  
County Executive

Re: Authority to enter into an agreement with Lynn A. Knight to develop and submit a grant application to the United States Economic Development Administration to partially fund a food incubator in Peekskill, for a term from January 1, 2021 through December 31, 2021, for an amount not-to-exceed \$50,000.00, payable at the rate of \$200.00 per hour.

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Authority of your Honorable Board is requested for the County of Westchester (“County”) to enter into an agreement with Lynn A. Knight to develop and submit a grant application to the United States Economic Development Administration to partially fund a food incubator in Peekskill, for a term from January 1, 2021 through December 31, 2021, for an amount not-to-exceed \$50,000.00, payable at the rate of \$200.00 per hour.

A separate Resolution is being submitted to your Honorable Board this date to grant an exemption from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof.

The goals and objectives of this agreement are to promote growth in the food business space to assist in Westchester County’s COVID-19 recovery. This agreement will allow the County to encourage economic growth and development amongst new and emerging food business. This food incubator program will help to support business owners in Westchester County

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

GL/BG/DLV/dv

Office of the County Executive

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**RESOLUTION**

Upon a communication from the County Executive, be it hereby

**RESOLVED**, that the County of Westchester (“County”) is hereby authorized to enter into an agreement with Lynn A. Knight to develop and submit a grant application to the United States Economic Development Administration to partially fund a food incubator in Peekskill, for a term from January 1, 2021 through December 31, 2021, for an amount not-to-exceed \$50,000.00, payable at the rate of \$200.00 per hour; 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 the Contractor, then the Contractor 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 appointed designee be, and hereby is, authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	11	0710	4998		\$50,000.00

Budget Funding Year(s) 2021 Start Date 01/01/2021 End Date 12/31/2021  
 (must match resolution)

Funding Source Tax Dollars \$50,000.00  
 State Aid \_\_\_\_\_  
 \$ 50,000.00 Federal Aid \_\_\_\_\_  
 (must match resolution)  
 Other \_\_\_\_\_