

84574

Date: April 26, 2021

To: The Honorable Board of Acquisition and Contract

From: George Latimer  
County Executive

Re: Resolution to exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof, the procurement of an agreement with Innovative Programs Associates Inc. to create and implement a kitchen incubator in Peekskill, for a term from April 1, 2021 through December 31, 2021, for an amount not-to-exceed \$50,000.00, payable pursuant to an approved budget.

---

Authority of your Honorable Board is requested to exempt from the Westchester County Procurement Policy and Procedures (“Procurement Policy”) the procurement of an agreement with Innovative Programs Associates Inc. to create and implement a kitchen incubator in Peekskill, for a term from April 1, 2021 through December 31, 2021, for an amount not-to-exceed \$50,000.00, payable pursuant to an approved budget.

Innovative Programs Associates Inc. is uniquely qualified to provide this service due to their experience in designing food incubators. They have developed and created incubators to support growth in the food business space for non-profit organizations and incubators in the past. Support of the culinary and restaurant sector of the Westchester County through these incubators will provide new food based businesses and restaurants the resources they need to succeed, the very growing this key sector of the Westchester County economy.

Pursuant to Section 3(a)xxi, the Procurement Policy is not applicable to any procurement for which your 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. It is proposed that the County’s interest would be served by exempting the procurement of this agreement from the County Procurement Policy. A Resolution to exempt the procurement of this agreement is submitted for your consideration.

As I believe this agreement to be in the best interests of the County, I most respectfully recommend and urge the adoption of the annexed Resolution.

GL/BG/DLV/dv

**RESOLUTION**

Upon a communication from the County Executive, 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 soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interest of the County of Westchester in connection with the procurement of an agreement with Innovative Programs Associates Inc. to create and implement a kitchen incubator in Peekskill, for a term from April 1, 2021 through December 31, 2021, for an amount not-to-exceed \$50,000.00, payable pursuant to an approved budget.

APPROVED BOARD OF ACQUISITION & CONTRACTS 05/04/2021 - JOAN COCCIARDI, SECRETARY