



George Latimer
County Executive
87542

Date: September 10, 2021

To: The Honorable Board of Acquisition and Contract

From: George Latimer
County Executive

Re: Authority to enter into an agreement with Community Capital New York to administer payments to the grantees in the Business FIRST and the Launch1000 programs for local businesses and nonprofits, for a term from January 1, 2021 through December 31, 2021, for a fee not to exceed \$248,400.00 payable pursuant to an approved budget, and the transfer from the County of up to \$12,198,400.00 in CARES Act funding to be distributed to recipients who qualify for the programs.

Authority of your Honorable Board is requested for the County of Westchester (“County”), acting by and through its Office of the County Executive, to enter into an agreement (“Agreement”) with Community Capital New York (“CCNY”) to administer payments to grantees under the Business FIRST and the Launch1000 programs for local businesses and nonprofits, for a term from January 1, 2021 through December 31, 2021, for an amount not-to-exceed \$248,400.00 payable pursuant to an approved budget, and the transfer from the County of up to \$12,198,400.00 in Coronavirus Aid, Relief, and Economic Security (“CARES”) Act funding to be distributed to recipients who qualify for the programs.

CCNY will administer the Business FIRST and the Launch1000 programs by, among other things, submitting all grant disbursements to the County for approval, securing and processing fully executed grant agreements and other documentation deemed necessary to process reimbursements, process all grant disbursements authorized by the County to the grantees, provide IRS Form 1099 and other tax documentation to all grant recipients, provide monthly reports to the County on reimbursements and grantees account activity and other related support services to the grantees and/or the County.

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

The goals and objectives of this proposed Agreement are to support Westchester County businesses that have been negatively impacted by the COVID-19 pandemic through monetary grants, thus assisting these businesses in remaining financially viable.

Office of the County Executive

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

GL/CMC/cmc

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/23/2021 - RAYMOND SCULKY, SECRETARY

RESOLUTION

Upon a communication from the County Executive, be it hereby

RESOLVED, that the County of Westchester (“County”) is authorized to enter into an agreement (“Agreement”) with Community Capital New York (“CCNY”) to administer payments to grantees under the Business FIRST and the Launch1000 programs for local businesses and nonprofits, for a term from January 1, 2021 through December 31, 2021, for an amount not-to-exceed \$248,400.00 payable pursuant to an approved budget, and the transfer from the County of up to \$12,198,400.00 in Coronavirus Aid, Relief, and Economic Security (“CARES”) Act funding to be distributed to recipients who qualify for the programs; and be it further

RESOLVED, that under the Agreement, CCNY will administer the Business FIRST and the Launch1000 programs by, among other things, submitting all grant disbursements to the County for approval, securing and processing fully executed grant agreements and other documentation deemed necessary to process reimbursements, process all grant disbursements authorized by the County to the grantees, provide IRS Form 1099 and other tax documentation to all grant recipients, provide monthly reports to the County on reimbursements and grantees account activity and other related support services to the grantees and/or the County; 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		\$248,400.00

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

Funding Source Tax Dollars _____
 State Aid _____
\$248,400.00 Federal Aid \$248,400.00

 (must match resolution)
 Other _____