

95783

DATE September 6, 2022

TO: Board of Acquisition and Contract

FROM: Norma V. Drummond
Commissioner of Planning

SUBJECT: Resolution authorizing an agreement between the County of Westchester and HR&A Advisors, Inc. to provide professional services in developing and delivering a comprehensive, long term plan to address housing challenges and how to strategically invest federal funds to increase the supply of affordable housing within the County.

The attached resolution authorizes the County of Westchester (the "County") to enter into an agreement with HR&A Advisors, Inc. ("HR&A") to provide professional services in developing and delivering a comprehensive, long term implementation plan to address housing challenges and how to strategically invest federal funds to increase the supply of affordable housing within the County. The total amount of the agreement shall not exceed \$350,000 and the term of the agreement is from August 1, 2022 to December 31, 2023.

In an effort to address findings of the Housing Needs Assessment which revealed an affordable housing shortage of over 11,000 units throughout the County, HR&A will create an Affordable Housing Improvement Plan for Westchester County which aims to increase the supply of affordable housing by strategically investing federal funds and establishing an approach to addressing housing challenges over the long term.

The goal and objective of this agreement is for HR&A to develop a plan for Westchester County for increasing and preserving affordable housing stock within the County. The Department of Planning staff will monitor all work provided by HR&A to make sure all contractual requirements are met.

In accordance with Section 6 of the County's Procurement Policy and Procedures, the services described above were posted on the County's website where interested entities responded by April 25, 2022. There was one proposal submitted by HR&A

Advisors in an amount of \$350,000. The proposal was reviewed, discussed, and their references checked. HR&A was interviewed and ultimately chosen.

I recommend approval of this agreement.

NVD/bl/
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/08/2022 - RAYMOND SCULKY, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED: that the County of Westchester is authorized to enter into an agreement with HR&A Advisors, Inc., for the creation and implementation of an Affordable Housing Improvement Plan for the County in an amount not-to-exceed \$350,000 to be paid pursuant to an approved budget, for a period beginning August 1, 2022 to December 31, 2023; and be it further

RESOLVED, that this agreement is subject to County appropriations; and, be it further

RESOLVED, that the agreement is also subject to further financial analysis of the impact of the New York State Budget ("State Budget") proposed and adopted during the term of the agreement. The agreement shall contain a provision that 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 the 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 State Budget on County finances. After such analysis, the County shall retain the right to either terminate the agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to Consultant, then Consultant shall have the right to terminate the agreement upon reasonable prior written notice; and be it further.

RESOLVED: that the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate the purposes hereof.

Account to be
Charged/Credited

		Major Program, Program & Phase	Object/ Sub Object	Trust Account	Dollars
Fund	Dept.	Or Unit			
101	19	0100	4420	N/A	\$350,000

Budget Funding Year(s)
(must match resolution)

FY 2022 Start Date August 1, 2022 End Date December 31, 2023

Funding Source

Tax Dollars_\$350,000_____

State Aid_____

Federal Aid

(must match resolution)

Other_____