



Memorandum  
Department of Planning

**110933**

DATE April 15, 2025

TO: Board of Acquisition and Contract

FROM: Blanca P. Lopez, M.S.  
Commissioner of the Planning Department

SUBJECT: Resolution Authorizing an Agreement between the County of Westchester and Cornell Cooperative Extension of Westchester County pursuant to which Cornell will provide various County-Wide Environmental Educational Programs.

The attached resolution, if approved by our Honorable Board, would authorize the County of Westchester (the "County") to enter into an agreement with Cornell Cooperative Extension of Westchester County (the "Cornell"), pursuant to which Cornell will provide various county-wide environmental educational programs (the "Project"), for a term commencing on January 1, 2025 and continuing through December 31, 2025. In consideration for the aforesaid services rendered, the County will pay Cornell an amount not to exceed \$983,779, pursuant to an approved budget.

With the assistance of the New York State Colleges of Agriculture and Life Sciences, Human Ecology and other units at Cornell University, Cornell conducts a number of county-wide educational programs. The program topics include, but are not limited to, Nutrition, Health and Food Safety, 4-H and Youth Development, Horticulture and the Environment and Global Warming and Climate Change. The programs are offered through classes, clinics, conferences and workshops. Participants include youth and adults. The programs are open to both the general public and professionals. In addition, Cornell disseminates information through publications and networking with educators, health professionals and community agencies. Cornell is the only entity that provides this type of service for Westchester County residents.

The goal and objective of this agreement is to provide environmental educational programs to County residents. This year, Cornell will provide services such as, nutrition education to 400 participants, physical fitness activities to 60 adults, at least 600 youth will participate in their 4-H afterschool program, at least 4,500 volunteers will participate in their Master Gardeners Program. Cornell will submit vouchers quarterly that will include a report detailing all expenses and supporting documentation including but not

limited to payroll reports, OTPS cancelled checks and a report summary of services provided. They will also submit an annual report to the Department of Planning. Department of Planning staff shall monitor the agreement by reviewing Cornell's payment requests to ensure that all contractual requirements are met.

This Agreement does not constitute a procurement and, as such, is not subject to the Westchester County Procurement Policy. Rather, in accordance with Subdivision 8 of Section 224 of the County Law of the State of New York, the County is specifically authorized to appropriate funds and enter into agreements for the support and maintenance of Cornell's work.

Accordingly, a resolution to authorize an agreement with Cornell is hereby submitted for your consideration.

BPL/je  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/24/2025 - RAYMOND SOULKY, 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 Cornell Cooperative Extension of Westchester County ("Cornell"), pursuant to which Cornell will provide various County-wide environmental educational programs in accordance with an agreed-upon scope of services, for an amount not to exceed \$983,779, to be paid pursuant to an approved budget, for the period commencing on January 1, 2025 and continuing through December 31, 2025 (the "Agreement"); and be it further

RESOLVED, that this Agreement is subject to County appropriations, 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 written notice, and be it further

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

Recommended for Approval:

Account to be  
Charged/Credited

		Major Program, Program & Phase	Object/ Sub Object	Trust Account	Dollars
Fund	Dept	Or Unit			
101	52	2170	5100	N/A	\$983,779

Budget Funding Year(s)  
(must match resolution)

FY 2025

Start Date January 1, 2025

End Date December 31, 2025

Funding Source

Tax Dollars \$983,779

State Aid \_\_\_\_\_

\$983,779

(must match resolution)

Federal Aid \_\_\_\_\_

Other \_\_\_\_\_