

111029

DATE: April 29, 2025

TO: Board of Acquisition and Contract

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

SUBJECT: Resolution Authorizing an Agreement between the County of Westchester and Lifting Up Westchester, Inc. to create a computer lab for use by shelter residents including supplies and computers.

The attached resolution, if approved by your Honorable Board, would authorize the County of Westchester (the "County") to enter into an agreement with the Lifting Up Westchester, Inc. (the "LUW"), pursuant to which LUW will create a computer lab for use by shelter residents, as well as purchase new computers. In consideration for services rendered, the County will pay LUW an amount not-to-exceed of \$41,844 in Emergency Solutions Grant funding, pursuant to an approved budget. The Agreement will commence on January 1, 2025 and will continue through December 31, 2025.

The Project will create a computer lab for use by shelter residents at Open Arms and Samaritan House. LUW will also purchase additional computer equipment for shelter residents. Shelter residents will be able to use the computers in a variety of ways, including job search and employment, housing search, resume building and skill development, access to resources, digital literacy, empowerment and dignity.

The goal and objective of the agreement is to provide access to a safe, reliable computer lab, to individuals living in shelters because it directly supports their journey toward stability and self-sufficiency shelter residents. The project will be monitored by the Department of Planning staff, who will review all payment requests to make sure all contractual requirements are met.

In accordance to the County of Westchester's Procurement Policy and Procedures, the Department of Planning issued a Request for Proposals ("RFP") on October 3, 2024 seeking proposals specifically for organization to apply for "Turning the Corner" service contract to assist individuals and families experiencing homelessness or a housing crisis. The RFP was posted on the County's website. Seven (7) agencies submitted proposals in response to the RFP. After reviewing the proposals with reference to the evaluation criteria specified in the RFP, LUW was recommended for an award in the amount of \$41,844.

Act # 20-2020, adopted March 9, 2020, by the Westchester County Board of Legislators, authorized the County to submit an Urban County Application under the Federal Community Development Block Grant, Emergency Solutions Grant, and HOME Investment Partnership Program, including a FY 2019-2023 Consolidated Plan and to accept such Grants.

On May 14, 2020, the Board of Acquisition and Contract approved a resolution, authorizing the County of Westchester to enter into an agreement with the United States Department of Housing and Urban Development (HUD) to accept a grant totaling \$311,203.00 in Emergency Solution Grant (ESG) funds.

I recommend approval of this agreement.

BPL/am/je
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/08/2025 - RAYMOND SCULP, SECRETARY

RESOLUTION

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

RESOLVED: that the County of Westchester (the "County") is authorized to enter into an agreement with the Lifting Up Westchester, Inc. (the "LUW"), pursuant to which LUW will create a computer lab for use by shelter residents, as well as purchase new computers, for a term commencing on January 1, 2025 and continuing through December 31, 2025; and be it further

RESOLVED: that in consideration for such services, the County shall pay LUW a not to exceed amount of \$41,844 in Emergency Solutions Grant funding, to be paid pursuant to an approved budget; 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 purposes hereof.

Account to be
Charged/Credited

		Major Program, Program & Phase	Object/ Sub Object	Trust Account	Dollars
Fund	Dept	Or Unit			
263	19	215V	4380	T215	\$41,844

Budget Funding Year(s)
(must match resolution)

FY 2020

Start Date

January 1, 2025

End Date

December 31, 2025

Funding Source

Tax Dollars _____

State Aid _____

\$41,844

(must match resolution)

Federal Aid \$41,844 – U.S. Department of Housing and Urban Development

Other _____

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