

110681

To: Honorable Members of the Board of Acquisition and Contract

From: Honorable Kenneth W. Jenkins
Westchester County Executive

Date: March 10, 2025

Subject: Resolution to exempt the procurement of an agreement with Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy.

Authority is hereby requested from your Honorable Board to exempt the procurement of an agreement (the "Agreement") between the County of Westchester (the "County") and Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! ("Volunteer NY"), pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy. Volunteer NY will operate a program to encourage volunteerism, known as "Mobilizing More Volunteers," and a program to assist local nonprofits in handling additional volunteers, known as "Building the Capacity of Local Nonprofits," for a term commencing on January 1, 2025 and continuing through December 31, 2025, with the County having the option, in its sole discretion, to renew the Agreement for up to two (2) additional one (1) year renewal periods, subject to the same terms and conditions as the initial agreement.

Ordinarily under Section 5(b) of the Westchester County Procurement Policy, the County is required to solicit written quotations from no fewer than three entities customarily providing the requested services. However, Volunteer NY has a high level of expertise in both successfully encouraging volunteerism and educating organizations about how to handle additional volunteers. Moreover, its pre-existing network of prospective volunteers and organizations that are interested in recruiting volunteers will help Volunteer NY meet the goals of the Mobilizing More Volunteers and Building the Capacity of Local Nonprofits programs more expeditiously than another contractor likely could. Furthermore, Volunteer NY has previously satisfactorily provided these types of services to Westchester County.

The proposed Agreement will serve a public purpose by encouraging volunteerism in Westchester County, thereby increasing the ability of local nonprofits to help provide various services that might otherwise have to be provided by the County.

The goals and objectives of the proposed Agreement are as follows:

- Mobilizing More Volunteers will organize the 9/11 National Day of Service and Remembrance event and Dr. Martin Luther King, Jr. Day of Service and engage volunteers from the business, nonprofit and general community; produce and distribute a regular schedule of digital newsletters and e-blasts highlighting one-time and long-term volunteer opportunities as well as critical needs with continued emphasis on Westchester; and connect volunteers for new assignments; and
- Building the Capacity of Local Nonprofits will produce and distribute monthly digital newsletters announcing workshops and other topics related to volunteer management; provide one-on-one consultations to Westchester-based nonprofits; work with businesses and professionals to identify and connect deeply committed volunteers who will lead on boards of directors; and connect nonprofits to a greater base of support through the 9/11 and MLK National Days of Service.

The goals and objectives of the proposed Agreement will be tracked and monitored through quarterly reports.

Given Volunteer NY's experience, capabilities, and past work for Westchester County, it is proposed that the best interests of the County would be served by again exempting the procurement of the proposed Agreement from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof. Accordingly, a resolution to exempt this procurement is hereby submitted for your consideration.

We respectfully recommend the adoption of the attached resolution.

RESOLUTION

Upon a communication from the Westchester County Executive, be it hereby

RESOLVED, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting price quotations, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of an agreement with Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! ("Volunteer NY"), for a term commencing on January 1, 2025 and continuing through December 31, 2025, with the County having the option, in its sole discretion, to renew the agreement for up to two (2) additional one (1) year renewal periods, subject to the same terms and conditions as the initial agreement, pursuant to which Volunteer NY will operate a program to encourage volunteerism, known as "Mobilizing More Volunteers," and a program to assist local nonprofits in handling additional volunteers, known as "Building the Capacity of Local Nonprofits."

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/20/2025 - BY: [REDACTED] COUNTY SECRETARY