

113240

Date: March 16, 2026

To: The Honorable Board of Acquisition and Contract

From: Kenneth W. Jenkins
County Executive

Re: Authority to enter into an agreement with STEM Alliance of Larchmont-Mamaroneck to establish a Digital Navigator Corps to provide local digital equity and inclusion services, for a term from January 1, 2026 through December 31, 2026, for an amount not-to-exceed \$160,000.00, payable pursuant to an approved budget.

Authority of your Honorable Board is requested for the County of Westchester (“County”) to enter into an agreement with STEM Alliance of Larchmont-Mamaroneck to establish a Digital Navigator Corps to provide local digital equity and inclusion services, for a term from January 1, 2026 through December 31, 2026, for an amount not-to-exceed \$160,000.00, payable pursuant to an approved budget.

STEM Alliance is a not-for-profit corporation dedicated to enhancing science, technology, engineering and math (“STEM”) education and enrichment initiatives, and to ensuring equal access to STEM learning opportunities to all. Under this agreement, STEM Alliance will create a Digital Navigator Corps to serve strategically selected, high-need communities in partnership with other nonprofit and community-based organizations to achieve the following objectives:

- 1) Provide services to at least 145 residents as follows:
 - Provide devices and 15 hours of basic digital skill to a minimum of 125 residents who have little to no basic computer skills;
 - Provide a device to a minimum of 15 residents who have basic skills but do not own a computer; and,
 - Provide an immediate hotspot solution (1 year unlimited data) to a minimum of 40 residents who have no internet access.
- 2) Train and deploy qualified staff and a corps of Digital Navigator case workers to assess residents’ digital resource needs and refer them to relevant resources;

- 3) Maintain robust data about the digital needs of the residents who come to *Connect Westchester* for assistance and measure the impact of the work on an ongoing basis including three to six months after services were delivered;
- 4) Collaborating in promoting digital equity and workforce integration via partnership events with Westchester County Association to bring together critical stakeholders from across the county in conversation about relevant digital workforce and economic development topics including digital inclusion; and
- 5) Advocate for funding for Westchester County through the ConnectALL Office and the State Digital Equity Plan including coordinating efforts with the New York State Digital Equity Network and the National Digital Inclusion Alliance and presenting the *Connect Westchester* work at relevant conferences.

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

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

KWJ/BG/DLV/dv

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/26/2026 - PALMOND SCULPTURE SECRETARY

RESOLUTION

Upon a communication from the County Executive, be it hereby

RESOLVED, that the County of Westchester (“County”) is hereby authorized to enter into an agreement with STEM Alliance of Larchmont-Mamaroneck to establish a Digital Navigator Corps to provide local digital equity and inclusion services, for a term from January 1, 2026 through December 31, 2026, for an amount not-to-exceed \$160,000.00, payable pursuant to an approved budget; 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 prior written notice; 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	52	2508	5100		\$160,000.00

Budget Funding Year(s) 2026 Start Date 01/01/2026 End Date 12/31/2026
 (must match resolution)

Funding Source Tax Dollars \$160,000.00
 State Aid _____
\$160,000.00 Federal Aid _____
 (must match resolution)
 Other _____

APPROVED BOARD OF ACQUISITION & CONTRACTS - 03/26/2026 LARCHMONT-MAMARONECK, SECRETARY