

110860

Date: April 7, 2025

To: Board of Acquisition and Contract

From: Bridget Gibbons
Director, Economic Development
Westchester County Executive Office

Re: Resolution authorizing the County of Westchester to (1) enter into an incentive proposal agreement with the New York State Urban Development Corporation, d/b/a Empire State Development Authority to accept funds under the ConnectALL-State Appropriation 22-23, in the amount of \$199,397.00, for a term commencing retroactively January 2, 2025 through December 15, 2026, to be used by Westchester County to conduct a full-scale study on how to expand Westchester County's Connect Westchester program to reach incarcerated individuals, veterans, and individuals with disabilities, and (2) enter into an agreement with STEM Alliance of Larchmont-Mamaroneck pursuant to which it will provide consulting services to Westchester County to conduct a full-scale study on how to expand Westchester County's Connect Westchester program to reach incarcerated individuals, veterans, and individuals with disabilities, for the period from April 1, 2025 through December 31, 2026, for an amount not to exceed \$199,397.00

Authority is requested for the County of Westchester (the "County"), acting by and through the Westchester County Executive Office (the "Office"), to enter into an incentive proposal agreement (the "Incentive Proposal Agreement") with the New York State Urban Development Corporation, d/b/a Empire State Development Authority, to accept funds under the ConnectALL-State Appropriation 22-23, in the amount of \$199,397.00, for a term commencing retroactively on January 2, 2025 and continuing through December 15, 2026, to be used by Westchester County to conduct a full-scale study on how to expand Westchester County's Connect Westchester program to reach incarcerated individuals, veterans, and individuals with disabilities (the "Program"). Pursuant to the Incentive Proposal Agreement, the County is required to provide in-kind matching funds for County Staff Salaries, in the amount of \$39,879.00, for a total cost to complete the Program of \$239,276.00.

Authority is also requested for the County, acting by and through the Office, to enter into an agreement (the "Agreement") with STEM Alliance of Larchmont-Mamaroneck (the "Consultant"), pursuant to which Consultant will provide consulting services to the County for the Program, for the term commencing April 1, 2025 and continuing through December 31, 2026, in an amount not to exceed \$199,397.00, pursuant to an approved budget.

The goals of the Agreement are to: (1) outline Program expectations and deliverables, develop interview protocols tailored to each target group; (2) conduct interview and data collection with key stakeholders from each group; gather preliminary data on current digital equity services and gaps (3) analyze collected data to synthesize core challenges and needs specific to each group and combine this with examples of other initiatives that have successfully served these groups; (4) prepare a final report detailing findings and making specific recommendations for enhancing digital equity services for three target groups in which said report shall provide details that include strategies for implementation and metrics for evaluating success. The final report will serve as a roadmap for Westchester County to expand its digital equity services. By detailing the unique needs and challenges of incarcerated individuals, veterans, and individuals with disabilities, the plan will lay the foundation initiatives advancing inclusivity and digital empowerment.

The Incentive Proposal Agreement does not constitute a procurement and therefore the provisions of the Westchester County Procurement Policy and Procedures does not apply.

By resolution adopted of even date herewith, your Honorable Board has exempted the procurement of the Agreement with the Consultant, as in the best interests of the County.

I certify that my Office, a) has copies or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms") b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) will comply with all of the Grant Terms.

It is respectfully requested and recommended that your Honorable Board approve the annexed Resolution.

KJ/BG/mb
Attachment

RESOLUTION

Upon a communication from the Director of the Westchester County Executive Office of Economic Development, be it hereby

RESOLVED, that the County of Westchester (the "County"), acting by and through the Westchester County Executive's Office (the "Office"), is hereby authorized to enter into an incentive proposal agreement (the "Incentive Proposal Agreement") with the New York State Urban Development Corporation, d/b/a Empire State Development Authority, to accept funds under the ConnectALL-State Appropriation 22-23, in the amount of \$199,397.00, for a term commencing retroactively on January 2, 2025 and continuing through December 15, 2026, to be used by Westchester County to conduct a full-scale study on how to expand Westchester County's Connect Westchester program to reach incarcerated individuals, veterans, and individuals with disabilities (the "Program"); and be it further

RESOLVED, that pursuant to the Incentive Proposal Agreement, the County is hereby authorized to provide in-kind matching funds for County Staff Salaries, in the amount of \$39,879.00, for a total cost to complete the Program of \$239,276.00; and be it further

RESOLVED, that, the County, acting by and through the Office, is hereby further authorized to enter in an agreement (the "Agreement"), with STEM Alliance of Larchmont-Mamaroneck (the "Consultant"), pursuant to which the Consultant will provide consulting services to the County for the Program, for the term commencing April 1, 2025 and continuing through December 31, 2026, in an amount not to exceed \$199,397.00, pursuant to an approved budget; and be it further

RESOLVED, that the 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 ("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 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 impact of any such budget(s) 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 the agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

Account to be
Charged/credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
101	11	0710	4380		\$199,397.00
101	11	0710	9734		\$199,397.00

Budget Funding Year(s): 2025 - 2026 Start Date: 04/01/2025 End Date: 12/31/2026
(must match resolution)

Funding Source

Tax Dollars: \$199,397.00

State Aid: \$199,397.00

\$199,397.00

Federal Aid: _____

(must match resolution)

Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/24/2025 - RAYMOND SCULKY, SECRETARY