



Memorandum
Office of the County Executive

Kenneth W. Jenkins
County Executive

111178

Date: May 22, 2025

To: The Honorable Board of Acquisition and Contract

From: Kenneth W. Jenkins
County Executive

Re: Authority to enter into an agreement with Rensselaer Polytechnic Institute to outline the expectations, engagement periods, deliverables, and costs for the collaboration with the County to enhance technical ability and workforce development in Westchester County, for a term from February 25, 2025 through December 31, 2025, for an amount not-to-exceed \$425,000.00, payable pursuant to an approved budget.

On May 1, 2025, your Honorable Board approved a Resolution authorizing the County of Westchester ("County") to enter into a memorandum of agreement ("MOU") with Rensselaer Polytechnic Institute ("RPI") to facilitate the development of undergraduate and graduate engineering programs in and for the Westchester County market, for a term from February 25, 2025 through February 24, 2027. The parties subsequently executed the MOU.

Authority of your Honorable Board is requested for the County to enter into an agreement with RPI to outline the expectations, engagement periods, deliverables, and costs for the collaboration with the County to enhance technical ability and workforce development the Westchester County market, for a term from February 25, 2025 through December 31, 2025, for an amount not-to-exceed \$425,000.00, payable pursuant to an approved budget.

Under this agreement, RPI will: hire a Community Liaison; gain approval for, and begin building an undergraduate technical/management degree completion program; market Rensselaer at Work programs to employers and professionals in Westchester County; collaborate with the County to build and maintain a locally available digital presence; evaluate the feasibility of an RPI engineering degree to be delivered in the County in subsequent years; and track and report progress on initiatives to appropriate County representatives. The County will: secure and disburse funding to RPI upon execution of the agreement; collaborate in marketing and public relations initiatives; include RPI in Westchester County industry groups, events, and employer relationships, as appropriate; and assist, as needed, in identifying a physical location for the Community Liaison.

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.

The goals and objectives of this agreement are to:

1. In 2025, RPI will work with Westchester County to provide educational programs, deepen relationships with employers, explore the feasibility of future program development, and build RPI's presence in Westchester County. Efforts to be undertaken in 2025 are detailed in their Statement of Work.
2. In subsequent years, RPI will work with Westchester County to build out programs, formalize relationships, and find additional ways to deepen workforce capacity in Westchester County. Each year, an additional Statement of Work will be defined and agreed to.

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

KWJ/BG/DLV/dv

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/05/2025 - RAYMOND BULKY, 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 Rensselaer Polytechnic Institute to outline the expectations, engagement periods, deliverables, and costs for the collaboration with the County to enhance technical ability and workforce development the Westchester County market, for a term from February 25, 2025 through December 31, 2025, for an amount not-to-exceed \$425,000.00, 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	11	0710	4380		\$425,000.00

Budget Funding Year(s) 2025 Start Date 02/25/2025 End Date 12/31/2025
(must match resolution)

Funding Source Tax Dollars \$425,000.00

State Aid _____

\$425,000.00 Federal Aid _____
(must match resolution)

Other _____