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DATE: July 1, 2025

TO: Board of Acquisition and Contract

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

SUBJECT: Resolution to exempt the procurement of an agreement with the Housing Action Council, Inc., from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(xxi) pursuant to which it will facilitate the development and preservation of fair and affordable housing and will provide technical assistance to up to six organizations to explore the feasibility of, or further the development of six developments.

Authority is hereby requested from your Honorable Board to exempt from the application of the Westchester County Procurement Policy and Procedures (the "Policy") pursuant to Section 3(a)(xxi) thereof, the procurement of an agreement between the County of Westchester (the "County") and Housing Action Council, Inc. ("HAC"), pursuant to which HAC will facilitate the development and preservation of fair and affordable housing and will provide technical assistance to up to six organizations to explore the feasibility of, or further the development of six developments for the period of January 1, 2025 to December 31, 2025, in an amount not to exceed \$138,689.00 (the "Agreement").

Ordinarily, in accordance with Section 5(b) of the Policy, the County is required to obtain written price quotations from no fewer than three persons customarily providing such services. However, for over fifteen years, the County has retained the HAC to provide technical assistance on matters related to fair and affordable housing. Organized in 1974, HAC is a not-for-profit organization charged with expanding and preserving housing opportunities for low and moderate income households, including special needs populations. Its role is that of a catalyst, providing technical assistance to community organizations, human service organizations, not-for-profit and limited profit developers and municipalities so that they may carry out successful fair and affordable housing developments. HAC helps to identify sites, assess feasibility, secure financing, negotiate local approvals and coordinate the development process. It also advises boards of directors on the development process, forms development entities and assists in building the capacity of organizations to develop housing. To date, the HAC has

helped facilitate the development of over 2,000 housing units throughout Westchester County, including rental and homeownership.

The County of Westchester proposes to retain the services of HAC to provide consultant services for at least six municipalities and/or their affordable housing boards with six affordable housing developments sponsored by such organizations through grant application processes; determining financial feasibility; securing federal, state and private funds. This agreement will provide additional fair and affordable housing in Westchester County that will result in more decent, safe and sanitary housing opportunities for low- to moderate-income families.

Based upon the foregoing facts, it would be in the best interest of the County of Westchester to continue to retain HAC to provide those technical services.

Therefore, pursuant to Section 3 (a) xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interest of the County. Based on the reasons described above, it is proposed that the best interest of the County would be served by exempting the procurement of HAC from the County Procurement Policy.

This proposed resolution to exempt the subject procurement is submitted herewith for your consideration.

A separate resolution of even date herewith requesting authority to enter into an agreement with Housing Action Council, Inc., for the above-mentioned services is being submitted for your approval.

I recommend approval of this exemption.

BPL/je/tf
Attachment

RESOLUTION

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

RESOLVED: that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedure requirements contained therein, including the necessity of soliciting price quotations, is neither cost effective nor expedient, and accordingly, not in the best interest of the County of Westchester in conjunction with the procurement of an agreement with the Housing Action Council, Inc., for the provision of technical assistance to municipalities, local housing boards and not-for-profit developers of fair and affordable housing in Westchester County from January 1, 2025 to December 31, 2025

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APPROVED BOARD OF ACQUISITION & CONTRACT - 07/03/2025 - RAYMOND SCUDLA, SECRETARY