

113241

Date: March 16, 2026

To: The Honorable Board of Acquisition and Contract

From: Kenneth W. Jenkins
County Executive

Re: Resolution to exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof, the procurement of 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 to exempt from the Westchester County Procurement Policy and Procedures (“Procurement Policy”) the procurement of an agreement with STEM Alliance of Larchmont-Mamaroneck (“STEM Alliance”) 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.

Pursuant to Section 3(a)xxi, the Procurement Policy is not applicable to any procurement for which your 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. It is proposed that the County's interest would be served by exempting the procurement of this agreement from the County Procurement Policy. A Resolution to exempt the procurement of this agreement is submitted for your consideration.

As I believe this agreement to be in the best interests of the County, I most respectfully recommend and urge the adoption of the annexed Resolution.

KWJ/BG/DLV/dv

APPROVED BOARD OF ACQUISITION & CONTRACTS 03/26/2025 - PATRICIA SCULLY SECRETARY

RESOLUTION

Upon a communication from the County Executive, 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 procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interest of the County of Westchester in connection with the procurement of 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.

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/26/2026 - RAYMOND SCUKA (SECRETARY)