

**113673**

To: Honorable Members of the Board of Acquisition and Contract

From: Honorable Kenneth W. Jenkins  
Westchester County Executive  
Catherine Borgia  
Acting Director, Office for Women

Date: April 21, 2026

Subject: Resolution to exempt the procurement of an agreement with Pace University, acting by and through its Elisabeth Haub School of Law's Pace Women's Justice Center, pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy.

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Authority is hereby requested from your Honorable Board to exempt the procurement of an agreement (the "Agreement") between the County of Westchester, acting by and through its Office for Women, (the "County") and Pace University, acting by and through its Elisabeth Haub School of Law's Pace Women's Justice Center, ("PWJC") pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy. PWJC will provide legal consultations for victims of domestic violence, sexual assault and elder abuse through its Legal Clinic in Northern Westchester, as well as civil legal services for low-income victims of domestic violence who reside in New Rochelle or fall within the catchment area served by the New Rochelle Family Court, for a term commencing on January 1, 2026 and continuing through December 31, 2026.

Ordinarily under Section 6 of the Westchester County Procurement Policy, the County is required to solicit competitive proposals for a procurement expected to cost \$150,000.00 or more for these type of services, through a request for proposals ("RFP"). However, PWJC has extensive experience providing these services in Westchester and is the largest direct legal services and training provider focused exclusively on serving victims and survivors of domestic violence and elder abuse in Westchester and Putnam Counties. Furthermore, PWJC has successfully provided similar services under contracts administered through the Office for Women since 1999, offering victims legal assistance through its Family Court Legal Centers in White Plains and Yonkers, and has since expanded those services to victims in New Rochelle and Northern Westchester.

In the years that PWJC has been funded through contracts administered by the Office for Women, your Board has determined that it was in the best interests of the County to exempt those contracts from the Westchester County Procurement Policy requirements because of its unique focus. Given PWJC's experience, capabilities, and past work for Westchester County, it is proposed that the best interests of the County would be served by again exempting the procurement of the proposed Agreement from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof. Accordingly, a resolution to exempt this procurement is hereby submitted for your consideration.

We respectfully recommend the adoption of the attached resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/21/2026 - RAYMOND SCULKY, SECRETARY

# RESOLUTION

Upon a communication from the Westchester County Executive and the Acting Director of the Office for Women, be it hereby

**RESOLVED**, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy, 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 interests of the County of Westchester in connection with the procurement of an agreement with Pace University, acting by and through its Elisabeth Haub School of Law's Pace Women's Justice Center, ("PWJC") for a term commencing on January 1, 2026 and continuing through December 31, 2026, pursuant to which PWJC will provide legal consultations for victims of domestic violence, sexual assault and elder abuse through its Legal Clinic in Northern Westchester, as well as civil legal services for low-income victims of domestic violence who reside in New Rochelle or fall within the catchment area served by the New Rochelle Family Court.

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/21/2026 - RAMON SUAREZ, SECRETARY