

98507

To: Honorable Members of the Board of Acquisition and Contract

From: Robin Schlaff
Director, Office for Women

Date: August 25, 2023

Subject: Authority to amend an agreement with MJW Consultants LLC ("MJW") pursuant to which Michelle Walker of MJW serves as Director of the Westchester County Family Justice Center by increasing the not-to-exceed amount by \$30,000.00.

On September 23, 2022, your Honorable Board approved a resolution authorizing the County of Westchester (the "County"), acting by and through its Office for Women, to enter into an agreement with MJW Consultants LLC ("MJW"), pursuant to which Michelle Walker of MJW will continue to serve as Director of the Westchester County Family Justice Center ("FJC"), for a three-year term commencing October 1, 2022 and continuing through September 30, 2025, for a total amount not to exceed \$315,720.00 (the "Agreement"). The Agreement was subsequently executed.

Authority is now respectfully requested from your Honorable Board for the County to amend the Agreement by increasing the not-to-exceed amount by \$30,000.00, from an amount not-to-exceed \$315,720.00 to an amount not-to-exceed \$345,720.00 (the "First Amendment"). The additional funding amount per year will not exceed \$10,000.00. It should be noted that the New York State Office of Victim's Services, the granting agency, approved this salary increase, deeming it to be appropriate in light of Ms. Walker's "Director" status.

Except as specifically amended hereby, all other terms and conditions of the Agreement shall remain the same.

The proposed First Amendment will serve a public purpose by providing additional funding for a director to supervise the daily operations of the FJC, which enhances the safety and independence of victims of abuse. If victims are empowered at the FJC to learn how to develop and maintain their own safety they are not as likely to return to dependence on their abusers, thereby reducing public safety costs and medical costs. If they are helped by the FJC to become independent and self-sufficient they are not as likely to be dependent on public assistance.

The goal and objective of the proposed First Amendment is to provide additional funding for a director for the FJC and thereby ensure the overall sustainability of the FJC and ensure that the FJC provides services to victims.

The goal and objective of the proposed First Amendment will be tracked and monitored by the Office for Women.

Exemption of this Agreement from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(xxi) thereof, was granted by resolution approved by your Honorable Board on September 23, 2022. The Agreement, as amended, is also exempt from the Uniform Administrative Requirements, Cost Principles and Audit Requirements for the Federal Awards pursuant to 2 CFR 200.320(c)(4), which exempts contracts funded through Federal funds when the Federal awarding agency or pass-through entity, here the New York State Office of Victim's Services, expressly authorizes a non-competitive procurement in response to a written request from the non-Federal entity.

I respectfully recommend the adoption of the attached resolution.

RESOLUTION

Upon a communication from the Director of the Office for Women, be it hereby

RESOLVED, that the County of Westchester (the "County"), acting by and through its Office for Women, is hereby authorized to amend an agreement with MJW Consultants LLC ("MJW"), pursuant to which Michelle Walker of MJW serves as Director of the Family Justice Center, for a three-year term commencing on October 1, 2022 and continuing through September 30, 2025, for a total amount not to exceed \$315,720.00 (the "Agreement"), in order to increase the not-to-exceed amount by \$30,000.00, from an amount not-to-exceed \$315,720.00 to an amount not-to-exceed \$345,720.00; and be it further

RESOLVED, that the additional funding amount per year will not exceed \$10,000.00; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the Agreement shall remain the same; and be it further

RESOLVED, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute any and all documents and take any actions 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	Funding Year(s)
263	11	940X	4380	T940	\$10,000.00	2022-2023
263	11	940Y	4380	T940	\$10,000.00	2023-2024
263	11	940Z	4380	T940	\$10,000.00	2024-2025

Budget Funding Year(s): 2022-2025 Start Date: 10/1/2022 End Date: 9/30/2025
(must match resolution)

\$30,000.00

(must match resolution)

Funding Source: Tax Dollars _____

State Aid _____

Federal Aid \$30,000.00

Other _____