

110727

To: Honorable Members of the Board of Acquisition and Contract

From: Honorable Kenneth W. Jenkins
Westchester County Executive
Robin Schlaff
Director, Office for Women

Date: March 14, 2025

Subject: Authority to enter into an agreement with The LOFT: The Lesbian and Gay Community Services Center, Inc. to provide information, education and training for Westchester's lesbian, gay, bisexual, transgender and queer + community, their families and service providers seeking support for clients, for the period January 1, 2025 to December 31, 2025, for an amount not to exceed \$60,000, with the County having the option, in its sole discretion, to renew the agreement for up to two (2) additional one (1) year renewal periods, subject to the same terms and conditions as the initial agreement.

The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through its Office for Women, (the "County") to enter into an agreement (the "Agreement") with The LOFT: The Lesbian and Gay Community Services Center, Inc. ("The LOFT") pursuant to which The LOFT will provide information, education and training for Westchester's lesbian, gay, bisexual, transgender and queer + ("LGBTQ+") community, their families and service providers seeking support for LGBTQ+ clients, for a term commencing January 1, 2025 and continuing through December 31, 2025, for an amount not to exceed \$60,000, with the County having the option, in its sole discretion, to renew the Agreement for up to two (2) additional terms of one (1) year renewal periods, subject to the same terms and conditions as the initial Agreement.

The LOFT may submit an invoice within thirty (30) days of execution of the Agreement for \$12,000 (which equals 20% of the not-to-exceed amount). The remaining \$48,000 will be payable within thirty (30) days upon the submission of quarterly invoices, pursuant to an approved budget.

Founded in 1983, The LOFT is a nexus for information, crisis assistance, peer counseling, and professional referrals and provides culturally competent services to meet the health and wellness needs of the LGBTQ+ community. There is a great need

for staff with crisis intervention and educational skills and expertise in the areas of HIV and AIDS, drug and alcohol abuse awareness and homelessness, and The LOFT is uniquely qualified to provide this type of service.

The proposed Agreement will serve a public purpose by providing information, education and training for Westchester's LGBTQ+ community, their families, and service providers seeking support for LGBTQ+ clients.

The goals and objectives of the proposed Agreement are for The LOFT to provide cultural competence/educational trainings and participate in community events, as well as assist helpline callers.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Office for Women.

The procurement of the proposed Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a)(ix) thereof, which exempts contracts with teachers, lecturers, and other educational professionals or experts.

Attached for your consideration is a proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT 03/27/2015 RAYMOND SCULKA SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Office for Women, (the "County") is hereby authorized to enter into an agreement (the "Agreement") with The LOFT: The Lesbian and Gay Community Services Center, Inc. ("The LOFT") pursuant to which The LOFT will provide information, education and training for Westchester's lesbian, gay, bisexual, transgender and queer + ("LGBTQ+") community, their families and service providers seeking support for LGBTQ+ clients, for a term commencing January 1, 2025 and continuing through December 31, 2025, for an amount not to exceed \$60,000, with the County having the option, in its sole discretion, to renew the Agreement for up to two (2) additional one (1) year renewal periods, subject to the same terms and conditions as the initial Agreement; and be it further

RESOLVED, that The LOFT may submit an invoice within thirty (30) days of execution of the Agreement for \$12,000 (which equals 20% of the not-to-exceed amount). The remaining \$48,000 will be payable within thirty (30) days upon the submission of quarterly invoices, pursuant to an approved budget; and be it further

RESOLVED, that this Agreement is subject to County appropriations; 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 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)
101	52	2508	5100	N/A	\$60,000	2025

Budget Funding Year(s): 2025 Start Date: 1/1/2025 End Date: 12/31/2025
(must match resolution)

\$60,000

(must match resolution)

Funding Source: Tax Dollars \$60,000
State Aid _____
Federal Aid _____
Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/27/2025 - RAYMOND SCULKY, SECRETARY