



Willow Domestic Violence Center of Greater Rochester Inc. (Willow) - Transforming Family Violence Support Through a Multi-Disciplinary Family Justice Center

Monroe County Request for Proposals: American Rescue Plan Act Funding Opportunities (RFP)

Request for Waiver of MWBE Contract Requirements

The above referenced contract contains MBE and WBE percentages of 12% and 3%, respectively, of the total contract value. Willow is currently requesting the following funding:

	<u>Year 1</u>	<u>Total Contract</u>
Personnel costs – wage and fringe	\$ 90,433	\$ 1,013,214
Occupancy (rent)	12,563	90,993
Specialized Consultants:		
Alliance for Hope	70,000	70,000
Coordinated Care Services, Inc. (CCSI)	16,000	67,000
Bivona Child Advocacy Center and other community specialists	35,000	245,000
Cell phone reimbursements	480	8,020
Other discretionary expenses:		
Copier lease	1,200	8,400
Supplies – general office and task chairs	3,880	14,470
Computers	1,000	5,000
	<u>\$ 230,555</u>	<u>\$ 1,522,097</u>

As indicated above, most of the contract costs relate to non-discretionary items such as personnel costs, rent, and cell phone reimbursements. Additionally, the consultant costs that are budgeted are for national (Alliance for Hope) and local (CCSI and Bivona) organizations that specialize in the work that is necessary to establish, evaluate, and maintain a robust multi-disciplinary family justice center focusing on family violence supports within Monroe County. Because of this, we respectfully request a waiver for the percentage requirements for the contract on these non-discretionary items.

As our attached utilization plan indicates, we will make every effort to secure all other discretionary items from certified MBE and WBE providers.

Thank you for consideration of this waiver request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Suzanne Nye".

Suzanne Nye

V. P. of Finance and Administration