



**Robert P. Astorino**  
County Executive

Department of Social Services

Grant E. Mitchell M.D.  
Acting Commissioner

**13388**

**DATE:** August 9, 2010

**TO:** Board of Acquisition and Contract

**FROM:** Grant E. Mitchell, M.D.  
Acting Commissioner, Department of Social Services

**SUBJECT:** Authority to amend an agreement with Guaranteed Home Mortgage Company Inc. (DSS 747-09) to provide employment to one TANF eligible individual under the Transitional Jobs Program in an amount not to exceed \$7,280 for the period November 1, 2009 through October 31, 2010 by: 1) increasing the amount not-to-exceed by \$14,560 from a total amount not to exceed \$7,280 to a new total not to exceed amount of \$21,840 to be paid in accordance with approved budget; and 2) extending the contract termination date from October 31, 2010 to December 31, 2010

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On or about November 7, 2009, the County of Westchester, acting by and through its Department of Social Services, Office of Workforce Investment, entered into an agreement with Guaranteed Home Mortgage Company Inc. (DSS 747-09) to provide subsidized employment for one Temporary Assistance for Needy Families (“TANF”) eligible individual under the Transitional Jobs Program. The agreement entered into was in an amount not to exceed \$7,280 for the period November 1, 2009 through October 31, 2010 (the “Agreement”).

As this Honorable Board may recall, the Westchester County Department of Social Services (WCDSS) is sub contracting \$300,000 from the Office of Temporary Disability Assistance (“OTDA”) award to the Westchester Investment Board (WIB) to establish a Transitional Jobs Program. The WIB will service 35 TANF participants for the period of October 1, 2009 through December 31, 2010.

Authority is now respectfully requested to amend the Agreement by: 1) increasing the amount not to exceed by \$14,560 from an amount not to exceed \$7,280 to a new total not to exceed amount of \$21,840 to be paid in accordance with approved budget; and 2) extending the

contract termination date from October 31, 2010 to December 31, 2010. The proposed amendment will be at no additional cost to the County as the additional funding will be provided via a grant from the Office of Temporary Disability Assistance (“OTDA”). The additional funding will be used to cover the cost associated with the services provided during the extended term and the full time employment provided to two more TANF eligible individuals.

**The proposed agreement will serve a public purpose** by providing subsidized employment for low or no income TANF eligible customers of Westchester County Department of Social Services that will help them gain work experience and reduce their reliance on public assistance.

**The goals and objectives of this proposed agreement** are to provide full time employment, education and training for three TANF eligible recipients who lack adequate job skills and/or work history.

These **goals and objectives are in the best interests of the County in terms of fiscal responsibility** because the proposed agreement will be funded via a grant from the OTDA. Therefore, the training and subsidized employment of the TANF recipients will be at no cost to the County. Accordingly, the potential for a reduction in the need for public assistance and increased tax contributions by those employed will be of direct benefit to the County and the entire WPWIB area.

The **goals and objectives will be tracked and monitored** via monthly reports and site visits.

Except as specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect.

Accordingly, authority is respectfully requested from your Honorable Board to amend the aforesaid agreement for the purposes stated above. An appropriate resolution is attached herewith for your Honorable Board’s consideration.

APPROVED BOARD OF PROPOSITION & CONTRACT - 8-26-2010 JENNIFER VIEIRA, SECRETARY

## RESOLUTION

Upon a communication from the Acting Commissioner of the Department of Social Services, be it hereby

**RESOLVED**, that the County of Westchester (the “County”), acting by and through the Department of Social Services, Office of Workforce Investment (the “Department”), is hereby authorized to amend an agreement with Guaranteed Home Mortgage Company Inc. (DSS 747-09) to provide employment to one TANF eligible individual under the Transitional Jobs Program in an amount not to exceed \$7,280 for the period November 1, 2009 through October 31, 2010 by: 1) increasing the amount not-to-exceed by \$14,560 from a total amount not to exceed \$7,280 to a new total not to exceed amount of \$21,840 to be paid in accordance with an approved budget to cover the cost associated with the services provided during the extended term and the employment provided to two more TANF eligible individuals pursuant to this amendment; and 2) by extending the agreement termination date from October 31, 2010 to December 31, 2010; and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is empowered to execute all documents and take all actions necessary to effectuate the purpose of this resolution.

Original Contract Amount: \$ 7,280  
 This Amendment: **\$14,560**  
 Total \$21,840

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
275	22	982J	7340	T982	\$14,560

Budget Funding Year(s): 2009 (Grant Year)  
(must match resolution)

Start Date: N/A End Date: 12/31/10

Funding Source

Tax Dollars:

State Aid:

\$14,560

Federal Aid: 100%

(must match resolution)

Other: \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 8-26-2010 - JOMARY VIEIRA, SECRETARY