

Robert P. Astorino
County Executive

Department of Social Services

Grant E. Mitchell
Acting Commissioner

13765

DATE: August 27, 2010

TO: Board of Acquisition and Contract

FROM: Grant E. Mitchell, MD, Acting Commissioner
Department of Social Services

RE: Authority for the County of Westchester to amend an agreement with Pace University to provide educational services for TANF eligible customers, designed to give them the knowledge and training necessary to secure employment and achieve self-sufficiency for a one (1) year term commencing on September 1, 2009 and terminating on August 31, 2010 for an amount not to exceed \$769,106, by 1) extending the end date of the agreement from August 31, 2010 to December 31, 2010; and 2) by increasing the not to exceed amount by \$56,925, from a total not to exceed amount of \$769,106 to a new total not to exceed amount of \$826,031 to be paid pursuant to an approved budget and subject to appropriation

On or about October 21, 2009, the County of Westchester entered into an agreement (DSS685-09) with Pace University to provide educational services for TANF eligible customers, designed to give them the knowledge and training necessary to secure employment and achieve self-sufficiency for a one (1) year term, pursuant to which Pace University will provide a twelve-month Certificate Program in Personal Computer Applications for the Workplace Professional for up to 61 TANF customers, and a 16 week Administrative Assistant Module Program to serve up to 7 TANF customers. The term of the agreement was for the period from September 1, 2009 through August 31, 2010 for an amount not to exceed \$769,106. The agreement was subsequently executed

Authority is now requested to amend the aforesaid agreement with Pace University, by 1) extending the end date of the agreement from August 31, 2010 to December 31, 2010; and 2) by increasing the not to exceed amount by \$56,925, from a total not to exceed amount of \$769,106 to a new total not to exceed amount of \$826,031 to be paid pursuant to an approved budget and subject to appropriation. The funding for this program is provided through Flexible Funds for Family Servicers. Pace University has agreed to provide continued services to 30 TANF customers currently enrolled in the program enabling them to complete the Certificate program.

This contract serves a **public purpose** because the program offers a technical training program for TANF eligible customers thereby equipping them with the necessary skills to become employed, and in turn end their dependence upon temporary assistance by becoming self sufficient.

The goals and objectives of this program are designed to facilitate marketable computer skills training which will lead to self sufficiency through employment and eliminate dependence on temporary assistance. Pace University offers a program called Computers Literacy Opportunity University Technology (CLOUT). This is a Certificate program for Personal Computer Applications for the Workplace Professional. In addition to the CLOUT program, PACE University offers an Administrative Assistant Module which is a short term vocational educational program to include courses such as keyboarding, business communication, office administration, word processing, spreadsheet and data base applications, multi media, and telecommunications.

The goals and objectives are in the best interests of the County in terms of fiscal responsibility because the attainment of employment is the intended result of this training which would in turn eliminate the dependence on temporary assistance and reduce the County's financial burden in providing this assistance. There is a significant economic cost for individuals in receipt of Public Assistance. Currently, Family Assistance customers receive of \$10,200 per year, Safety Net Families receive \$14,844 per year and Safety Net Individuals receive \$8,016 per year. The continuation of this program may lead to job placement, helping the attainment of self sufficiency of the individuals. This would help the economic growth of the County in the long run. In addition to this, Westchester County is required to engage all TANF customers in countable employment activities in order to meet the federal participation rate requirements. Failure to meet these standards can result in federal fiscal sanctions for Westchester County. Enrolling customers in this program will help Westchester meet its participation mandates, and avoid fiscal sanctions.

Based on the **Performance Measures Indicators**, of the 70 customers enrolled in the program year- to- date, the vendor has reported that 23 TANF customers were awarded certificates in Computer Applications and an additional 4 TANF customers were awarded certificates in the Administrative Assistant Module. Additionally, 18 TANF customers who have completed the program have successfully secured employment, 150% of contract goal of securing employment for 12 program participants. There were 10 customers who have achieved job retention of 90 days or more.

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

Accordingly, the County of Westchester, acting by and through its Department of Social Services, is requesting authority to amend the aforesaid agreement with Pace University for the above stated purpose.

An appropriate resolution is attached for your Honorable Board's approval.

RESOLUTION

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

RESOLVED that the County of Westchester is hereby authorized to amend an agreement (DSS685-09) with Pace University to provide educational services for TANF eligible customers, designed to give them the knowledge and training necessary to secure employment and achieve self-sufficiency for a one (1) year term commencing on September 1, 2009 and terminating on August 31, 2010 for an amount not to exceed \$769,106, by 1) extending the end date of the agreement from August 31, 2010 to December 31, 2010; and 2) by increasing the not to exceed amount by \$56,925, from a total not to exceed amount of \$769,106 to a new total not to exceed amount of \$826,031 to be paid pursuant to an approved budget, and be it further

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

RESOLVED, that this contract is subject to County Appropriation, 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 authorized designee is hereby authorized to execute all instruments and take all actions necessary to implement this Resolution.

Original Agreement	\$ 769,106
This Amendment	\$ 56,925
TOTAL	\$826,031

Agreement # 685-A-09

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	708K	4380	T708	\$56,925

Budget Funding Year(s): 2010(Grant Year)
(must match resolution)

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

Funding Source

Tax Dollars:

State Aid:

Federal Aid: 100%

Other:

\$56,925

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 9-16-2010 - JOMARY VIEIRA, SECRETARY