

Robert P. Astorino
County Executive

Department of Social Services

Dr. Grant E. Mitchell, M.D.
Acting Commissioner

14898

DATE: October 26, 2010

TO: Honorable Members of the Board of Acquisition and Contract

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

SUBJECT: Authority for the County of Westchester to 1) amend an agreement with the New York State Department of Labor to accept an additional grant in the amount of \$37,500 to provide various services to assist persons with disabilities, thereby increasing the total amount not-to-exceed under the grant agreement from \$93,750 to \$131,250; and 2) amend an agreement with the Westchester Independent Living Center, Inc. to administer the "Disability Program Navigator" program by increasing the total not-to-exceed amount authorized thereunder by an additional \$33,750, thereby increasing the total amount not-to-exceed under the agreement from \$84,375 to \$118,125

By resolution approved on January 8, 2009 (the "January 8th Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services Office of Workforce Investment (the "Department"), to enter into an agreement with the New York State Department of Labor ("NYSDOL") to accept a grant in the amount of \$18,750 for the purpose of improving the quality of services provided to individuals with disabilities for a term commencing on January 1, 2009 and continuing through June 30, 2009 (the "NYSDOL Agreement"). The NYSDOL Agreement was subsequently executed.

The January 8th Resolution further authorized the County, acting by and through the Department, to enter into a separate agreement with the Westchester Independent Living Center, Inc. ("WILC") to administer the "Disability Program Navigator" program (the "Program"), which was aimed at improving the quality of services provided to individuals with disabilities, utilizing a grant received from the New York State Department of Labor ("NYSDOL") to provide the aforesaid services, for a term commencing on January 1, 2009 and continuing through June 30, 2009, for an amount not-to-exceed \$16,875, with the County reserving an option to extend the term of the agreement for up to one (1) additional year, subject to the availability of additional funding from NYSDOL for the Program and the approval of your Honorable Board (the "WILC Agreement"). The WILC Agreement was subsequently executed.

By resolution approved on June 25, 2009 (the "June 25th Resolution"), your Honorable Board authorized the County to amend the NYSDOL Agreement by increasing the not-to-exceed amount authorized thereunder by an additional \$37,500, from an amount not-to-exceed \$18,750 to a new amount not-to-exceed of \$56,250 (the "NYSDOL First Amendment"). The NYSDOL First Amendment was subsequently executed.

The June 25th Resolution further authorized the County to amend the WILC Agreement by increasing the not-to-exceed amount authorized thereunder by an additional \$33,750, from an amount not-to-exceed \$16,875 to a new amount not-to-exceed of \$50,625 (the "WILC First Amendment"). The WILC First Amendment was subsequently executed.

By resolution approved August 6, 2009 (the "August 6th NYSDOL Resolution"), your Honorable Board authorized the County to further amend the NYSDOL Agreement by 1) exercising the County's option to extend the term of the agreement for another year and thereby changing the term of the agreement from January 1, 2009 through June 30, 2009 to January 1, 2009 through June 30, 2010, and 2) increasing the not-to-exceed amount authorized thereunder by an additional \$18,750, from an amount not-to-exceed \$56,250 to a new amount not-to-exceed of \$75,000 (the "NYSDOL Second Amendment"). The NYSDOL Second Amendment was subsequently executed.

By a separate resolution approved August 6, 2009 (the "August 6th WILC Resolution"), your Honorable Board authorized the County to further amend the WILC Agreement by 1) exercising the County's option to extend the term of the agreement for another year and thereby changing the term of the agreement from January 1, 2009 through June 30, 2009 to January 1, 2009 through June 30, 2010, and 2) increasing the not-to-exceed amount authorized thereunder by an additional \$16,875, from an amount not-to-exceed \$50,625 to a new amount not-to-exceed of \$67,500 (the "WILC Second Amendment"). The WILC Second Amendment was subsequently executed.

By resolution approved on April 1, 2010 (the "April 1st Resolution"), your Honorable Board authorized the County to amend the NYSDOL Agreement by increasing the not-to-exceed amount authorized thereunder by an additional \$18,750, from an amount not-to-exceed \$75,000 to a new amount not-to-exceed of \$93,750 (the "NYSDOL Third Amendment"). The NYSDOL Third Amendment was subsequently executed.

The April 1st Resolution further authorized the County to amend the WILC Agreement by increasing the not-to-exceed amount authorized thereunder by an additional \$16,875, from an amount not-to-exceed \$67,500 to a new amount not-to-exceed of \$84,375 (the "WILC Third Amendment"). The WILC Third Amendment was subsequently executed.

The Department recently received notification from NYSDOL that an additional \$37,500 in funding has been made available to the Department for the operation of the Program. The Department is now seeking to accept these funds and use them to finally compensate WILC for its uncompensated operation of the Program during the period January 1, 2010 through June 30, 2010. Accordingly, authority is respectfully requested for the County to 1) amend the NYSDOL Agreement, as amended by the NYSDOL First Amendment, the NYSDOL Second Amendment, and the NYSDOL Third Amendment, in order to increase the not-to-exceed amount authorized thereunder by an additional \$37,500, from an amount not-to-exceed of \$93,750 to a new amount not-to-exceed of \$131,250; and 2) amend the WILC Agreement, as amended by the WILC First Amendment, the WILC Second Amendment, and the WILC Third Amendment, in order to increase the not-to-exceed amount authorized thereunder by an additional \$33,750, from an amount not-to-exceed of \$84,375 to a new amount not-to-exceed of \$118,125. It should be noted that \$3,750 of the additional grant will be used to cover the

administrative cost.

Except as specifically amended hereby, all remaining terms and conditions set forth in the NYSDOL Agreement, as amended by the NYSDOL First Amendment, the NYSDOL Second Amendment, and the NYSDOL Third Amendment, shall remain in full force and effect.

Except as specifically amended hereby, all remaining terms and conditions set forth in the WILC Agreement, as amended by the WILC First Amendment, the WILC Second Amendment, and the WILC Third Amendment, shall remain in full force and effect.

The proposed agreements will serve a public purpose by increasing the non-County funds available to the County to pay for the Program's services and improving the quality of services provided in the area of employment to individuals with disabilities, through the work of the Department and other partner staff.

The goals and objectives of the proposed agreements are as follows:

- 1) To make available to the County, non-County funds to be used to pay for the Program's services.
- 2) To operate a program that will assist in training Department staff to improve the services provided to individuals with disabilities.
- 3) To provide training to One Stop staff and partners in improving the effectiveness and efficiency of the services they provide to individuals with disabilities.
- 4) To link individuals with disabilities to employers and facilitate access to programs and services that impact successful entry or re-entry into the workforce.
- 5) To assist individuals with disabilities in obtaining and retaining jobs, thereby helping them to become economically independent and self-sufficient.

The goals and objectives of the proposed agreements are in the best interests of the County in terms of fiscal responsibility. The average cost of a series of services to each individual with disabilities that will lead to employment is approximately \$2,080. However, the return on investment will be at least six times that amount, with \$12,000 per year saved if a customer's social security benefits are discontinued. Other returns on investment will include the related federal, state and county taxes generated from the average of \$21,000 per year in wages that will be earned by each employed individual with disabilities. Moreover, the funds being expended in order to bring the aforementioned return on investment are non-County funds provided by NYSDOL.

The goals and objectives of the proposed agreements will be tracked via the contractor's monthly program reports, staff site visits, and desk audits of the Program. These goals and objectives will be measured and tracked against the following numerical targets:

- at least three (3) staff development workshops conducted for One Stop staff in the first six (6) months of the Agreement.
- at least an additional fifty (50) individuals with disabilities securing One Stop services, including twenty-five (25) new assessments and completion of Individual Employment Plans
- at least five (5) individuals with disabilities who are One Stop customers being placed in employment during the first six (6) months of the Agreement.

To date the following program outcomes have been achieved:

	Goals	Outcomes
• Number of staff development workshops:	2	3
• Number of complete assessments and individual employment plans:	50	124
• Placement of customers in employment:	5	5

Accordingly, I most respectfully recommend approval of the attached resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-23-2010 - JOMARY 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") is hereby authorized to amend an agreement with the New York State Department of Labor to accept a grant for a term commencing on January 1, 2009 and continuing through June 30, 2010, for an amount not-to-exceed \$93,750 (the "NYSDOL Agreement") by increasing the total not-to-exceed amount authorized thereunder by an additional \$37,500, from an amount not-to-exceed of \$93,750 to a new total not-to-exceed amount of \$131,250 to be used to provide additional services and to cover the administrative costs of the program; and be it further

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

RESOLVED, that the County is hereby authorized to amend an agreement with the Westchester Independent Living Center, Inc. to administer the "Disability Program Navigator" program for a term commencing on January 1, 2009 and continuing through June 30, 2010, for an amount not-to-exceed \$84,375 (the "WILC Agreement") by increasing the total not-to-exceed amount authorized thereunder by an additional \$33,750, from an amount not-to-exceed of \$84,375 to a new total not-to-exceed amount of \$118,125 and the additional funds will be used to cover the cost of additional services to be provided during the extended term; and be it further

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

RESOLVED, that the County Executive or his duly authorized designee is hereby empowered to execute all documents and take all actions necessary to effectuate the purposes hereof.

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-23-2008 JIM F. VIEIRA, SECRETARY

Original NYSDOL Agreement: \$ 18,750
 1st NYSDOL Amendment \$ 37,500
 2nd NYSDOL Amendment \$ 18,750
 3rd NYSDOL Amendment \$ 18,750
This NYSDOL Amendment \$ 37,500

Total NYSDOL Agreement Amount: \$131,250

Original WILC Agreement: \$ 16,875
 1st WILC Amendment \$ 33,750
 2nd WILC Amendment \$ 16,875
 3rd WILC Amendment \$ 16,875
This WILC Amendment \$ 33,750

Total WILC Agreement Amount: \$118,125

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
275	22	744J	9853	T744	\$37,500
275	22	744J	7340	T744	\$33,750

Budget Funding Year(s): 2008-10 _____ Start Date: N/A_ End Date: N/A_
 (must match resolution)

Funding Source: Tax Dollars _____

State Aid _____

\$37,500 (revenue) Federal Aid: 100%

\$33,750 (expense) Other _____
 (must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-23-2010 - JOMARY VIEIRA, SECRETARY