

**Robert P. Astorino**  
County Executive

Department of Social Services

Grant E. Mitchell, MD  
Acting Commissioner

**15441**

**DATE:** November 18, 2010

**TO:** The Honorable Board of Acquisition and Contract

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

**RE:** **Resolution to exempt from the Westchester County Procurement Policy an Agreement with the Child Care Council of Westchester, Inc. for the provision of child day care referral and inspection services pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures**

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy an Agreement with the Child Care Council of Westchester, Inc. ("CCCW") for the provision of child day care referral and inspection services for the period January 1, 2011 through December 31, 2011 in an amount not to exceed \$133,200.

For the contract years 2002-2010, your Honorable Board authorized resolutions to exempt the contract for these services from the Procurement Policy. CCCW has provided these services for the last several years. Ordinarily, under Section 6 of the Westchester County Procurement Policy, the County would be required to solicit proposals through a Request for Proposals (RFP) in order to procure inspection services for subsidized, family child care providers. However, since "CCCW" already has staff trained to investigate issues pertaining to child day care providers, has provided exactly the same services during the last several years and has a thorough knowledge about the program, it is proposed that compliance with the Procurement Policy and Procedures in this instance would not be in the County's best interest.

The services to be provided pursuant to the proposed agreement will serve a **public purpose** by providing information and linkage to the eligible public who are in need of quality and safe child care providers, thereby eliminating the impediment to this population seeking full time employment.

The **goals and objectives** of this proposed contract are:

- 1) to assist the employed caretakers in households eligible for child day care subsidies in locating licensed, registered child day care providers
- 2) to ensure the health and safety of children being cared for by these providers

The **goals and objectives are in the best interest** of the County as regards **public health and public safety** because providing the public with information and referral services regarding licensed, registered day care improves the quality of day care services in the County and assures employed, eligible caretakers that their children are in a safe, healthy environment while they are at work. The goals and objectives of the proposed contract also have a **two-fold fiscal impact** for the County as well, since referrals made by CCCW generate revenue for licensed, registered day care providers and subsidized day care allows parents to work, enabling them to move toward economic independence.

The **goals and objectives as stated in the resolution will be tracked and monitored** to evaluate success using the performance measurement indicators developed by the Department and approved by the County Budget Office. They include, but are not limited to, submission of periodic reports and other statistical information.

According to available statistics pertaining to the current contract, the agency has provided quality services as demonstrated by the following:

For the nine (9) month period beginning with January 1, 2010 and ending on September 30, 2010, the Child Care Council has provided enhanced resource and referral services to 382 households seeking child care; 120 of these responded to a follow-up survey, and 57% of the 120 indicated that they were able to locate a child care providers.

Pursuant to Section 3(a) xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the Policy would not be in the best interests of the County. Based on the expertise and experience of the Child Care Council of Westchester, Inc. in conducting similar programs, it is proposed that the best interests of the County would be served by exempting the procurement of this agreement from the County Procurement Policy. The reasons listed below make CCCW uniquely qualified to deliver the aforesaid services:

- The Council has successfully administered this program for over 27 years
- The Council has trained staff who can operate the program
- The services to be provided are the same the agency provided in the past
- The Council is Westchester County's one stop resource for early care and education, part of a national network of child care resource and referral agencies. It links parents and employers to child care, registers and monitors programs, delivers thousands of hours of professional development to child care professionals, and provides resources and information to advance the quality of care
- The Council has successfully administered a private child care scholarship fund for over 16 years. This process includes reviewing applications and supporting documentation and determination of greatest financial need among eligible applicants
- The Council administered the publicly funded day care subsidy program under contractual agreement with the County of Westchester and under the supervision of the Department of Social Services for a number of years
- Through its child care referral service used by over 4,000 families, the Council has a unique ability to notify eligible parents of the availability of quality and safe day care services

- The Council's relationship with regulated child care programs through family and school age registration would be helpful in operating this program

Therefore, the application of the Procurement Policy, including the solicitation of proposals, would not be cost effective or expedient, and accordingly, not in the best interests of the County.

Accordingly, your Honorable Board's approval of the annexed resolution to exempt the aforesaid agreement with the Child Care Council of Westchester, Inc. from the Westchester County Procurement Policy and Procedures is respectfully requested.

A separate resolution has been submitted requesting authority to enter into this agreement.

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/22/2010 - JOMARY VIEIRA, SECRETARY

# RESOLUTION

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

**RESOLVED**, that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County in connection with the procurement of an Agreement for child day care referral and inspection services with the Child Care Council of Westchester, Inc. for the period beginning January 1, 2011 and ending December 31, 2011.

Account to be Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
N/A	N/A	N/A	N/A	N/A	_____	N/A

Budget Funding Year(s): N/A  
(Must match resolution)N/A  
Funding Source

Start Date: N/A

End Date: N/A

Tax Dollars:      N/A

State Aid:      N/A

Federal Aid:      N/A

Other                     

**\$N/A**  
(Must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 2/17/2010 - JOMARY VIEIRA, SECRETARY