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Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

19500

DATE: May 20, 2011

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire, Commissioner  
Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to amend an agreement with **Westhab, Inc.** for the provision of various support services for the “hard-to-serve” Safety Net customers in Westchester County through a program called **YRAP** (Yonkers Reach Achieve and Prosper) for the period **July 1, 2010** through **June 30, 2011** for an amount not to exceed **\$710,000** by: 1) extending the end date from June 30, 2011 to September 30, 2011; 2) increasing the not to exceed amount by \$177,500 to a new total not to exceed amount of \$887,500 to be paid pursuant to an approved budget and subject to appropriation; 3) modifying the scope of services to serve only non exempt, employable Safety Net customers only

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By a resolution approved on June 24, 2010, your Honorable Board authorized the County of Westchester, acting by and through its Department of Social Services (the “Department”), to enter into an agreement with **Westhab, Inc.** for the provision of various support services for the “hard-to-serve” Safety Net customers in Westchester through a program called **YRAP** for the period **July 1, 2010** through **June 30, 2011** for an amount not-to-exceed **\$710,000** to be paid pursuant to an approved program budget and subject to appropriation. This agreement was subsequently executed.

Authorization is now requested to amend an agreement with **Westhab, Inc.** for the provision of various support services for the “hard-to-serve” Safety Net customers in Westchester County through a program called **YRAP** (Yonkers Reach Achieve and Prosper) for the period **July 1, 2010** through **June 30, 2011** for an amount not to exceed **\$710,000** by: 1) extending the end date from June 30, 2011 to September 30, 2011; 2) increasing the not to exceed amount by \$177,500 to a new total not to exceed amount of \$887,500 to be paid pursuant to an approved budget and subject to appropriation; 3) modifying the scope of services to serve non exempt, employable Safety Net customers only. **This amendment is being requested to enable the Department to initiate an RFP process to procure the aforesaid services.**

The services provided pursuant to the proposed agreement **serve a Public Purpose** by assisting the County to ensure the economic well being of the “hard-to-serve” Safety Net Families population in Westchester County. Many of these customers face multiple barriers to employment that prevent them

from gaining employment and achieving self-sufficiency, including domestic violence, low reading skills, poor math skills, language barriers, criminal records and lack of experience with workplace expectations.

These “hard-to-serve” families need ongoing assistance, such as basic needs, intensive job preparation services, social services and other interventions. Although they may exhibit a number of deficiencies and barriers to employment, most of these issues can be addressed through proper assessment, targeted services, industry-specific job readiness and employment services as well as intensive case management throughout the employment process. The above said skills can be learned with proper service integration and an incentive/reward system that provides positive feedback, proper goal settings and motivational support.

**The Goals and Objectives** of this program are to reduce reliance on Temporary Assistance for TANF families that have reached the federally established 60 month limit and have converted to SN category. This program will end the dependence of “hard-to-serve” customers on Temporary Assistance by providing orientation, assessment, referrals, employment readiness, training, job search, job placement and retention services with an emphasis on building relationships with customers and helping them develop the confidence needed to succeed.

**The Goals and Objectives are in the Best Interest of the County in terms of Fiscal Responsibility** in that there is a significant economic cost for individuals in receipt of Temporary Assistance. Each Safety Net case costs the County \$15,000 per year. The continued use of these support services may lead to job placement and Temporary Assistance case closures that could significantly reduce Westchester County’s fiscal burden. The success of these support services can create gainful employment within Westchester County which can stimulate the economy

**The Goals and Objectives will be tracked and monitored using the Performance Measurement Indicators** adopted by the Department and approved by the County Budget Office. They include, but are not limited to, the submission of monthly statistics and quarterly reports as well as direct contact with the Department’s Program Office. During the period starting 7/1/10 through 4/30/11, the Department is able to report that the vendor is on track towards meeting the performance goals as indicated below:

- 928 customers served
- 380 engaged in Community Work Experience
- 89 completed Vocational Education/Job Skills Training
- 147 Job Placements
- 114 Job Retentions

This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xiv.

Except as specifically amended hereby, all other terms and conditions of the original agreement shall remain the same.

Accordingly, authority is requested to amend an agreement with Westhab Inc., to operate the above said program.

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

**RESOLUTION**

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

**RESOLVED**, that the County of Westchester is hereby authorized to amend an agreement with **Westhab, Inc.** for the provision of various support services for the “hard-to-serve” Safety Net customers in Westchester County through a program called **YRAP** (Yonkers Reach Achieve and Prosper) for the period **July 1, 2010** through **June 30, 2011** for an amount not to exceed **\$710,000** by: 1) extending the end date from June 30, 2011 to September 30, 2011; 2) increasing the not to exceed amount by **\$177,500** to a new total not to exceed amount of \$887,500 to be paid pursuant to an approved budget and subject to appropriation; 3) modifying the scope of services to serve only non exempt, employable Safety Net customers only; and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions of the original agreement shall remain the same; 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 effect the purpose of this resolution.

Original Contract Amount: \$710,000  
**This Amendment: 177,500**  
 Total \$887,500

Account to be Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
	263	22	708K	4380	T708	\$177,500

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

Start Date: N/A

End Date: 9/30/11

Funding Source

Tax Dollars:

State Aid:

Federal Aid: 100%

**\$177,500**

(must match resolution)

Other: