

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

19693

DATE: May 19, 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 the **Urban League of Westchester County, Inc. ("the Urban League")** for the provision of employment services for TANF customers through a program called "EPP" for a term commencing on **July 1, 2010** and continuing through **June 30, 2011** for a total aggregate amount not to exceed **\$216,000**; by 1) extending the end date from June 30, 2011 to September 30, 2011; 2) increasing the not to exceed amount by \$56,234 to a new total not to exceed amount of \$272,234 to be paid pursuant to an approved budget and subject to appropriation.

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By a resolution approved on July 8, 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 the **Urban League of Westchester County, Inc. ("the Urban League")**, for the provision of employment services to TANF customers through a program called "EPP" (Employment Placement Program) for a term commencing on **July 1, 2010** through **June 30, 2011** for a total aggregate amount of **\$216,000**. This agreement was subsequently executed.

Authorization is now requested to amend the above said agreement by: 1) extending the end date from June 30, 2011 to September 30, 2011; 2) increasing the not to exceed amount by \$56,234 to a new total not to exceed amount of \$272,234 to be paid pursuant to an approved budget and subject to appropriation. The additional funding will be used to cover the cost associated with the services to be provided during the extended term. **This amendment is being requested to enable the Department to initiate an RFP process to procure the aforesaid services.**

**The Public Purpose** of the program is to provide assistance to the TANF population in Westchester County in finding gainful employment and achieving self-sufficiency. This proposed agreement will allow for the continuation of a productive partnership with the Urban League to provide valuable employment services for DSS TANF customers. The Urban League has proven to be very successful in placing TANF customers into employment positions and helping them to achieve self-sufficiency.

**The Goals and Objectives** of this program are to help TANF customers obtain and retain employment and to achieve economic growth and self-sufficiency. The program has been successful in meeting the goals and objectives under the current contract. Services were provided in the areas of assessments, individualized employment plans, job readiness training, job search and job placements.

The Urban League conducts a comprehensive assessment of each customer to identify their barriers to employment and develop an individual employment plan. Job skills training and counseling are provided to improve participants' employability. The Urban League makes sure that participants follow up with any employment leads. Furthermore, both compliance and non compliance with programmatic requirements are monitored closely and reported to DSS.

**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 TANF case costs the Department \$11,520 per year. The continued use of these employment services may lead to job placement and Temporary Assistance case closures that could significantly reduce the dollar amount of Westchester County's fiscal responsibilities. The success of these support services can create gainful employment within Westchester County, which can stimulate the economy.

**The Performance Measurement Indicators Will Be Tracked** through the submission of monthly statistics and quarterly reports, as well as through 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 to meeting the performance goals as indicated below:

- 101 customers served
- 29 customers were placed in jobs.
- 18 TA cases were closed due to employment

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 the Urban League of Westchester County, Inc. to operate the above said program.

# 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 (the "Agreement") with the **Urban League of Westchester County, Inc. ("the Urban League")** for the provision of employment services for TANF customers for a term commencing on **July 1, 2010** and continuing through **June 30, 2011** for a total aggregate amount not to exceed **\$216,000** by: 1) extending the end date from June 30, 2011 to September 30, 2011; 2) increasing the not to exceed amount by \$56,234 to a new total not to exceed amount of \$272,234 to be paid monthly pursuant to an approved budget and subject to appropriation to cover the cost associated with the services to be provided during the extended term; 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 effectuate the purposes hereof.

Original Contract Amount:	\$216,000
This Amendment:	<u>56,234</u>
Total	\$272,234

Account  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	22	708k	4380	T708	\$56,234

Budget Funding Year(s): 2010 (Grant Year)      Start Date: N/A    End Date: 9/30/11  
(Must match resolution)

Funding Source	Tax Dollars:
	State Aid:
<b><u>\$56,234</u></b>	Federal Aid: <u>100%</u>
(Must match resolution)	Other: