



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

29904

Date: October 17, 2012

To: Board of Acquisition and Contract

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

Subject: Authority for the County of Westchester, acting by and through its Department of Social Services Office of Workforce Investment, acting on behalf of the Westchester-Putnam Local Workforce Investment Board, to enter into three (3) agreements with the New Rochelle Municipal Housing Authority, whereby the New Rochelle Municipal Housing Authority will provide youth career services pursuant to the New York State Department of Labor's New York Youth Works Program (the "Program"), to Program participant youth residing within the cities of Mount Vernon and New Rochelle.

Authority is requested for the County of Westchester (the "County"), acting by and through its Department of Social Services Office of Workforce Investment (the "Department"), acting on behalf of the Westchester-Putnam Local Workforce Investment Board (the "WPLWIB"), to enter into three (3) agreements with the New Rochelle Municipal Housing Authority (the "MHA"), whereby the MHA will provide youth career services pursuant to the New York State Department of Labor's ("NYSDOL's") New York Youth Works Program (the "Program") to Program participant youth residing within the cities of Mount Vernon and New Rochelle, for the respective terms and amounts not-to-exceed specified below.

I. The Program's Purpose

The Program's purpose is to recruit at risk and unemployed youth from various cities within New York most impacted by the recent economic recession, which, in terms of the County, includes youth residing with the cities of Mount Vernon and New Rochelle.

Recruited youth are initially certified to enter the Program, and upon certification, provided with services that include career exploration, occupational assessment, resume

preparation, job matching, referral and placement, interview preparation and follow-up and workplace mentoring, as well services to prepare them to take and pass the National Work Readiness Credential (the "NWRC") Examination, which is an examination that establishes an individual's basic competence for entry level employment. Youth participating in the Program are also entitled to maximum stipends to cover the cost of their transition into job training and/or job placement.

Businesses are also invited to participate in the Program, and upon being certified to participate, receive New York State income tax credits for each Program youth participant hired by them as either a full or part time employee.

The Department issued a Request for Proposals for these services on July 17, 2012. Based on the Department's evaluation of the responses received, the Department selected the MHA to provide a portion of the necessary career services for the Program for qualifying youth residing in the cities of Mount Vernon and New Rochelle.

II. The Proposed Three MHA Agreements

The three (3) agreements with the MHA regarding the Program are as follows:

1. Proposed agreement with the MHA for a term from July 1, 2012 through December 31, 2012; for an amount not-to-exceed \$25,000; for the MHA to provide services to:
 - a. recruit and assist youth who qualify for the Program to become certified to enter the Program;
 - b. recruit business to become certified for the Program and participate in it;
 - c. provide Program participant youth with career exploration and occupational assessment; resume preparation; job matching and referral; interview preparation and follow up, and workplace mentoring;
 - d. place Program participant youth in employment with Program participant businesses; and
 - e. pay maximum amount stipends to Program participant youth upon them entering job training to cover their costs of transitioning into employment (etc. daycare, clothing and transportation).

Payment by the County to the MHA for its services under this proposed agreement shall be performance based pursuant to flat fee amounts paid to the MHA for each Program participant youth participant that it places as an employee with a Program participant business.

2. Proposed agreement with the MHA for a term from July 1, 2012 through December 31, 2012; for an amount not-to-exceed \$21,250; for the MHA to provide services to:
 - a. recruit youth already certified to enter the Program to participate in the Program;
 - b. recruit business to become certified for the Program and participate in it;
 - c. provide Program participant youth with career exploration and occupational assessment; resume preparation; job matching and referral; interview

- preparation and follow up, and workplace mentoring;
- d. place Program participant youth in employment with Program participant businesses;
 - e. provide Program participant youth with work readiness training to allow them to pass the NWRC examination, as well as occupational skills training to perform a specific job or group thereof;
 - f. administer the NWRC examination to Program participant youth and/or coordinate the testing of same on their behalf; and
 - g. pay maximum amount stipends to Program participant youth 1) upon them entering job training and/or 2) upon them being placed as an employee with a Program participant business to cover their costs of transitioning into job training and/or employment (etc. daycare, clothing and transportation).

Payment by the County to the MHA for its services under this proposed agreement shall be performance based pursuant to flat fee amounts paid to the MHA for: 1) each Program participant youth participant that it places as an employee with a Program participant business; 2) each Program participant youth provided with work readiness and/or occupational skills training, and 3) each Program participant youth who receives a NWRC during or upon completion of work readiness training.

3. Proposed agreement with the MHA for a term from July 1, 2012 through June 30, 2013; for an amount not-to-exceed \$94,000; for the MHA to provide the same services and receive the same performance based compensation as the proposed agreement with the MHA described immediately above in Item (2).

III. Pending Separate Resolution To Authorize the County to Enter Into Three NYSDOL Grant Agreements That Would Fund the Three Proposed MHA Agreements

Pending before your Honorable Board is a separate resolution (ONBASE ID No. 29989) to authorize the County to enter into three (3) NYSDOL grant agreements regarding the Program that shall fund, among other things, the proposed three (3) total agreements with the MHA.

Each of the proposed three (3) NYSDOL grant agreements specifically corresponds with one (1) of the three (3) proposed agreements with the MHA

IV. Justification for Approving this Resolution

The goals and objectives of the aforementioned proposed three (3) agreements shall serve a public purpose by providing unemployed youth from economically challenged cities within the County with career advisement, employment credentialing as per the NWRC examination, job training, referral and placement, as well as stipends to ease the financial burden of their transition from unemployment to job training and/or job placement.

The goals and objectives of the proposed three (3) agreements are in the County's best

interest regarding fiscal responsibility, as said agreements will be funded by the aforementioned grant funds to be received from NYSDOL, and not County funds. In addition, the youth receiving job skills and employment through the grant-funded services to be provided by MHA will likely have a reduced need for taxpayer-funded public assistance.

The goals and objectives of the proposed three (3) agreements are also in the County's best interest regarding health and safety, as said agreements provide youth within the County with job skills and employment placement that improves their lives and reduces negative youth behavior within the County.

The goals and objectives of the proposed three (3) agreements will be tracked and monitored by the staff of the Department.

Accordingly, I respectfully recommend the adoption of the annexed resolution.

KMM/CJ/cji-b

APPROVED BOARD OF ACQUISITION & CONTRACTS 11/15/2012 - JOMAR VIEIRA, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") acting by and through its Department of Social Services, acting on behalf of the Office of Workforce Investment, is hereby authorized to enter into three (3) separate agreements with the New Rochelle Municipal Housing Authority (the "MHA"), whereby the MHA will provide youth career services pursuant to the New York State Department of Labor's New York Youth Works Training and Placement Program (the "Program") to Program participant youth residing within the cities of Mount Vernon and New Rochelle, as follows:

1. Agreement with the MHA for a term from July 1, 2012 through December 31, 2012; for an amount not-to-exceed \$25,000; for the MHA to provide services to:
 - a. recruit and assist youth who qualify for the Program to become certified to enter the Program;
 - b. recruit business to become certified for the Program and participate in it;
 - c. provide Program participant youth with career exploration and occupational assessment; resume preparation; job matching and referral; interview preparation and follow up, and workplace mentoring;
 - d. place Program participant youth in employment with Program participant businesses; and
 - e. pay maximum amount stipends to Program participant youth upon them entering job training to cover their costs of transitioning into employment.

Payment by the County to the MHA for its services under this agreement shall be performance based pursuant to flat fee amounts paid to the MHA for each Program participant youth participant that it places as an employee with a Program participant business.

2. Agreement with the MHA for a term from July 1, 2012 through December 31, 2012; for an amount not-to-exceed \$21,250; for the MHA to provide services to:
 - a. recruit youth already certified to enter the Program to participate in the Program;
 - b. recruit business to become certified for the Program and participate in it;
 - c. provide Program participant youth with career exploration and occupational assessment; resume preparation; job matching and referral; interview preparation and follow up, and workplace mentoring;
 - d. place Program participant youth in employment with Program participant businesses;
 - e. provide Program participant youth with work readiness training to allow them to pass the National Work Readiness Credential (the "NWRC") examination, as well as occupational skills training to perform a specific job or group thereof;
 - f. administer the NWRC examination to Program participant youth and/or coordinate the testing of same on their behalf; and

- g. pay maximum amount stipends to Program participant youth 1) upon them entering job training and/or 2) upon them being placed as an employee with a Program participant business to cover their costs of transitioning into job training and/or employment.

Payment by the County to the MHA for its services under this agreement shall be performance based pursuant to flat fee amounts paid to the MHA for: 1) each Program participant youth participant that it places as an employee with a Program participant business; 2) each Program participant youth provided with work readiness and/or occupational skills training, and 3) each Program participant youth who receives a NWRC during or upon completion of work readiness training;

3. Agreement with the MHA for a term from July 1, 2012 through June 30, 2013; for an amount not-to-exceed \$94,000; for the MHA to provide the same services and receive the same performance based compensation as the agreement with the MHA described immediately above in Item (2).

; and be it further

RESOLVED, that the three agreements with the MHA shall be subject to County appropriations; and be it further

RESOLVED, that the three agreements with the MHA shall also be subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of any of the aforementioned three agreements. 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 any of the aforementioned three agreements or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the MHA, then the MHA shall have the right to terminate any or all of the three agreements upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is empowered to execute any document necessary to implement this Resolution.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
275	22	345M	7340	T345	\$25,000
275	22	346M	7340	T346	\$21,250
275	22	348M	7340	T348	\$94,000

Budget Funding Year(s): 2012 (Grant Year) Start Date: 7/1/12 End Date: 6/30/13
(must match resolution)

Funding Source

Tax Dollars:

State Aid: 100%

Federal Aid:

Other:

\$140,250
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/15/2012 - JOMARY VIGOR, SECRETARY