



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**31227**

To: Board of Acquisition and Contract

From: Kevin M. McGuire  
Commissioner of Social Services

Date: December 19, 2012

Re: **Authority for the County of Westchester to amend agreements with Westhab, Inc., the Urban League of Westchester County, Inc., and the Yonkers Chamber of Commerce for the provision of Employment Related Program Services for DSS Temporary Assistance Customers, for the term April 1, 2012 through March 31, 2013 by 1) expanding the scope of services to include STRIVE Attitudinal Training, effective January 1, 2013; and 2) increasing the total aggregate amount not to exceed by \$104,079, from \$3,771,250 to \$3,875,329, in the individual amounts set forth below, to be paid pursuant to approved budgets and subject to appropriations, in order to compensate the vendors for additional services rendered**

---

By resolution approved on March 22, 2012, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), to enter into agreements with Westhab, Inc. ("Westhab") in the amount of \$1,233,750, the Urban League of Westchester County, Inc. (the "Urban League") in the amount of \$1,066,875, the Yonkers Chamber of Commerce ("YCC") in the amount of \$1,470,625, and with Career Team, LLC ("Career Team") in the amount of \$941,000 (hereinafter collectively the "Agreements"), to provide employment related program services for Temporary Assistance recipients, including development of an individual employment plan, assessments, job readiness services, short-term vocational, job skills and educational training, referral to supportive services, job search and job placement services, retention services as well as case management for the term April 1, 2012 through March 31, 2013, to be paid pursuant to approved budgets and subject to appropriations. The Agreements were subsequently executed.

The Department would like to amend the Agreements with three out of the four contractors, Westhab, the Urban League, and YCC, in order to add STRIVE Attitudinal Training to the scopes of services under those contracts, effective January 1, 2013.

The core of the STRIVE employment model is the Attitudinal and Job Readiness training, a 3-5 week workshop that takes a tough love, no excuses approach to work readiness. This curriculum delves into the root causes of a person's inability to obtain and keep a job, helping participants develop the attitudes and workplace behaviors they need to overcome employment obstacles and transform their lives.

Participants learn how to follow instructions, accept criticism and function as team members, through role-playing and the performance of tasks in a simulated work environment. In this environment, participants can be dismissed or "terminated" for not adhering to standards or fulfilling their responsibilities. The program model is underpinned by a workshop principle that insists that people don't "get fired" – they "fire" themselves.

STRIVE also teaches clients how to dress and speak in a work-appropriate manner and to write resumes, fill out job applications, and interview. Activities are conducted through individual and team-based assignments, in-class exercises, and classroom seminars and cover the following six components:

- Soft-skills training (the attitudinal/motivational component)
- Job readiness
- Career development
- Computer skills training
- Customer service
- Civics

In consideration for the additional services rendered, the County shall pay the vendors an additional aggregate amount not to exceed \$104,079.

Accordingly, authority is respectfully requested to amend the agreements with Westhab, the Urban League, and YCC for the provision of Employment Related Program Services for DSS Temporary Assistance Customers, for the term April 1, 2012 through March 31, 2013 by 1) expanding the scope of services to include STRIVE Attitudinal Training, effective January 1, 2013; and 2) increasing the total aggregate amount not to exceed by \$104,079, from \$3,771,250 to \$3,875,329, in the individual amounts set forth below, to be paid pursuant to approved budgets and subject to appropriations, in order to compensate the vendors for additional services rendered.

Name of Vendor	Original NTE Amount	Amount of Increase	New NTE Amount
Westhab	\$1,233,750	\$31,687	\$1,265,437
Urban League	\$1,066,875	\$35,890	\$1,102,765
YCC	\$1,470,625	\$36,502	\$1,507,127
<b>Total</b>	<b>\$3,771,250</b>	<b>\$104,079</b>	<b>\$3,875,329</b>

Except as specifically amended hereby, all remaining terms and conditions set forth in the Agreements shall remain in full force and effect.

The amendments to the Agreements are exempt from the Westchester County Procurement Policy pursuant to section 3(a) xiv thereof.

The Agreements will serve the **public purpose** of helping Temporary Assistance recipients gain employment and ultimately achieve self sufficiency. The proposed agreements will also assist the Department in placing customers in unsubsidized employment which will eliminate their need for assistance, thereby saving County funds.

**The performance measurement indicator** reports and statistics submitted monthly by the vendors will be tracked and monitored by the program office. The Department is able to report the following performance data from April 2012 to September 2012.

	Urban League	YCC	Westhab
# Customers interviewed	772	1281	746
# Customers diverted from receiving ongoing TA benefits	402	695	332
# Customers engaged in Community Work Experience	321	479	385
# Customers placed in employment	258	158	162

A resolution is annexed hereto, which I recommend for your favorable consideration.

KMM/MJ/jpg  
Attachment

## 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 agreements with Westhab, Inc., the Urban League of Westchester County, Inc., and the Yonkers Chamber of Commerce for the provision of Employment Related Program Services for DSS Temporary Assistance Customers, for the term April 1, 2012 through March 31, 2013 by 1) expanding the scope of services to include STRIVE Attitudinal Training, effective January 1, 2013; and 2) increasing the total aggregate amount not to exceed by \$104,079, from \$3,771,250 to \$3,875,329, in the individual amounts set forth below, to be paid pursuant to approved budgets and subject to appropriations, in order to compensate the vendors for additional services rendered.

Name of Vendor	Original NTE Amount	Amount of Increase	New NTE Amount
Westhab	\$1,233,750	\$31,687	\$1,265,437
Urban League	\$1,066,875	\$35,890	\$1,102,765
YCC	\$1,470,625	\$36,502	\$1,507,127
<b>Total</b>	<b>\$3,771,250</b>	<b>\$104,079</b>	<b>\$3,875,329</b>

and be it further

**RESOLVED**, that except as specifically amended hereby, all remaining terms and conditions set forth in the Agreements shall remain in full force and effect.

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

Original Total Not To Exceed Amount for the contracts: \$3,771,250

**This Amendment: \$104,079**

Total \$3,875,329

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	22	8900	5860	-----	\$52,040
	263	22	708M	4380	T708	\$52,039

Budget Funding Year(s) : 2012 - 2013 Start Date: N/A End Date: 03/31/13  
(must match resolution)

Funding Source Tax Dollars: T708 5860  
71%

State Aid: 29%

\$104,079  
(must match resolution)

Federal Aid: 100%

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT, 01/15/2013 - JOMARY VIEIRA, SECRETARY