

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

31439

DATE: December 31, 2012

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire
Commissioner of Social Services

SUBJECT: Resolution authorizing the County of Westchester to exempt an Agreement with the Child Care Council of Westchester, Inc. to purchase registration activities for school-age child care providers and registered family day care providers and to conduct mandated investigations, including finger printing of the child day care providers and their employees and the processing of complaints registered against child care providers for the period January 1, 2013 through December 31, 2013 pursuant to Section 3 (a) xxi of the Westchester County Procurement Policy

We are requesting that authorization be given to the County of Westchester to exempt an Agreement with the Child Care Council of Westchester, Inc. to purchase registration activities for school-age child care providers and registered family day care providers and to conduct mandated investigations, including finger printing of the child day care providers and their employees and the processing of complaints registered against child care providers for the period January 1, 2013 through December 31, 2013 pursuant to Section 3 (a) xxi of the Westchester County Procurement Policy.

The Child Care Council of Westchester, Inc. ("CCCW") is the Child Care Resource and Referral agency for Westchester County pursuant to Title 5-B of the Social Services Law. The Child Care Council of Westchester, Inc. is a Westchester County based agency that is designed and staffed to conduct the required services. The CCCW assists in making safe and affordable day care services available to low income families in the County of Westchester. In order to promote safety, the providers and their employees are fingerprinted by the Child Care Council and they then undergo a criminal background check. The Council also investigates complaints and non-compliance allegations regarding providers. It is essential that the agency performing these services

have an established relationship with the day care providers in this County and an established relationship with New York State Office of Children and Family Services (“NYS OCFS”). The Child Care Council meets these requirements. The CCCW has been the provider of the requested services for many years. Their performance is monitored by the New York State Office of Children and Family Services and they are subject to fiscal sanctions should they not achieve state mandates. The Child Care Council has not received any sanctions as a result of major non-compliance with performance standards. In addition, the CCCW has a long standing relationship with the providers. Their familiarity with the program and their knowledge of the child care provider community allow them to promptly address problems that arise. This knowledge also allows them to refer subsidy eligible parents/guardians to the most suitable providers, many of whom, due to state mandates, they have evaluated.

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.

The reasons listed below make CCCW uniquely qualified to deliver the aforesaid services:

- The Council has successfully administered this program for the past several years
- The Council has been involved with training and providing supportive services to providers and parents for several years
- The Council has experienced staff to provide the required services
- The services to be provided are the same the agency provided in the past
- The staff has developed a rapport with providers and has access to an established system of communication with the provider community.

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 requirements of the Westchester County Procurement Policy.

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.

A separate resolution has been submitted with even date requesting authority to enter into the proposed agreement with the vendor.

Accordingly, a resolution to exempt this procurement is hereby submitted for your Honorable Board’s consideration.

RESOLUTION

Upon a communication from the Commissioner of the Department 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 with the Child Care Council of Westchester, Inc., to purchase registration activities for school age child care providers and registered family day care providers, to finger print child care providers and their employees and to conduct investigations and process complaints for the period January 1, 2013 through December 31, 2013.

APPROVED BOARD OF ACQUISITION & CONTRACTS
COMPTON R. VIEIRA, SECRETARY

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/24/2013 - JOMARY VIEIRA, SECRETARY