

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

33022

To: Board of Acquisition and Contract

From: Kevin M. McGuire
Commissioner of Social Services

Date: March 26, 2013

Re: **Authority for the County to enter into agreements with Westhab, Inc., the Urban League of Westchester County, Inc. and the Yonkers Chamber of Commerce to provide Employment Related Program Services for DSS Temporary Assistance Customers, for the term April 1, 2013 through March 31, 2016 in the total amount not to exceed \$ 14,537,910 to be paid pursuant to approved budgets and subject to appropriations.**

On February 4, 2013, the Westchester County Department of Social Services (“Department”) issued a Request for Proposals for “Employment Related Program Services for all Temporary Assistance Customers in each of Three Districts: Yonkers, Mount Vernon and White Plains” (the “RFP”). The Department received proposals from 4 agencies to provide the aforesaid services. Each of the proposals was evaluated by a committee of five employees of the Department, using a point system whereby each proposal could receive a possible 100 points, with reference to the evaluation criteria set forth in the RFP. The Department has determined that the proposals from Westhab, Inc. for the Mount Vernon District, the Urban League of Westchester County, Inc. for the White Plains District and the Yonkers Chamber of Commerce for the Yonkers District were the most cost effective and advantageous to the Department. It is therefore recommended that your Honorable Board authorize the County of Westchester to enter into agreements with Westhab, Inc. in the amount of \$ **4,857,858** the Urban League of Westchester County, Inc. in the amount of \$ **4,779,726** and the Yonkers Chamber of Commerce in the amount of \$ **4,900,326** 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, 2013 through March 31, 2016 in the total aggregate amount not to exceed \$ **14,537,910** to be paid pursuant to approved budgets and subject to

appropriations. The two major components of each of the proposed agreements are to provide case management for all adult Temporary Assistance recipients referred to the program and to engage Temporary Assistance recipients in activities that will lead to self sufficiency.

We certify that the Department : a) has copies of, or access to, all applicable laws, rules, regulations, grant applications and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

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.

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

KMM/DI
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION, SECRETARY

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 enter into agreements with Westhab, Inc. in the amount of **\$4,857,858** the Urban League of Westchester County, Inc. in the amount of **\$4,779,726** and the Yonkers Chamber of Commerce in the amount of **\$4,900,326** to provide employment related program services for Temporary Assistance recipients, for the term April 1, 2013 through March 31, 2016 in the total aggregate amount not to exceed **\$14,537,910** to be paid pursuant to approved budgets; and be it further

RESOLVED, that these contracts are subject to County appropriations; and be it further

RESOLVED, that these Agreements are also subject to further financial analysis of the impact of any New York State Budget ("State Budget") proposed and adopted during the term of these Agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State budget and/or 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 impact of any such budget(s) on County finances. After such analysis, the County shall retain the right to either terminate these Agreements, or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractors then the Contractors shall have the right to terminate the agreement upon reasonable prior written notice; and be it further

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

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
2013	101	22	8900	5860	----	\$1,817,239
2014	101	22	8900	5860	-----	\$2,422,985
2015	101	22	8900	5860	-----	\$2,422,985
2016	101	22	8900	5860	-----	\$605,746
	263	22	708N	4380	T708	\$2,422,985
	263	22	708O	4380	T708	\$2,422,985
	263	22	708P	4380	T708	\$2,422,985

Budget Funding Year(s) 2013 – 2016 Start Date 4/1/13 End Date 3/31/16
 (must match resolution)

Funding Source Tax Dollars: T708 5860
 71%

State Aid: 29%

\$14,537,910 Federal Aid: 100%

(must match resolution)

Other: