

**45912**

**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** Robin Schlaff  
Director, Office for Women

**DATE:** April 6, 2015

**SUBJECT:** Authority to enter into an agreement with The Child Care Council of Westchester, Inc. to identify and assist eligible families with navigation through the child care subsidy system, for a term commencing January 1, 2015 and continuing through December 31, 2015, for an amount not-to-exceed \$60,000

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The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through its Office for Women, (the "County") to enter into an agreement (the "Agreement") with The Child Care Council of Westchester, Inc. (the "Child Care Council") pursuant to which the Child Care Council will identify and assist eligible families with navigation through the child care subsidy system, for a term commencing January 1, 2015 and continuing through December 31, 2015, for an amount not-to-exceed \$60,000, payable quarterly pursuant to an approved budget.

The proposed Agreement will serve a public purpose by enabling families to work and increase their self-sufficiency, as well as provide continuity of child care for their children.

The goals and objectives of the proposed Agreement are for the Child Care Council to identify and assist eligible families with navigation through the child care subsidy system. Specifically, the Child Care Council will:

- provide ongoing outreach to the Westchester community, including the faith community, employers, municipalities, nonprofits, community networks, schools and unions;
- provide education via the Child Care Council's website, Facebook, Twitter, press releases and electronic newsletters
- pre-screen parents for child care subsidy eligibility
- assist parents with completing child care subsidy applications
- help resolve issues with child care subsidy cases at the Department of Social Services Subsidy Unit or district offices

- compile information on child care subsidy issues and provide recommendations to improve access and services
- assist child care/after school programs and providers in successfully navigating the child care subsidy system
- connect families to the Child Care Council's Referral Department to learn about child care options, the benefits of regulated care and quality indicators

The goals and objectives of the proposed Agreement will be tracked and monitored by the Office for Women.

The procurement of the proposed Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3 (a) (xviii) thereof, which exempts contracts for the advancement of the moral, physical, mental and social well-being of the youth of Westchester County.

Attached for your consideration is a proposed Resolution.

# RESOLUTION

Upon a communication from the Director of the Office for Women, be it hereby

**RESOLVED**, that the County of Westchester, acting by and through its Office for Women, (the "County") to enter into an agreement (the "Agreement") with The Child Care Council of Westchester, Inc. (the "Child Care Council") pursuant to which the Child Care Council will identify and assist eligible families with navigation through the child care subsidy system, for a term commencing January 1, 2015 and continuing through December 31, 2015, for an amount not-to-exceed \$60,000, payable quarterly pursuant to an approved budget; and be it further

**RESOLVED**, that this Agreement is subject to County appropriations; and be it further

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

**RESOLVED**, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute any and all documents and take any actions 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  | Funding Year(s) |
|------|------|---|--------------------|---------------|----------|-----------------|
| 101  | 11   | 0900                                    | 4380               | N/A           | \$60,000 | 2015            |

**Budget Funding Year(s)** 2015      **Start Date:** 1/1/2015      **End Date:** 12/31/2015

(must match resolution)

**Funding Source:**

Tax Dollars \$60,000

\$60,000

State Aid \_\_\_\_\_

(must match resolution)

Federal Aid \_\_\_\_\_

Other \_\_\_\_\_