



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

52349

DATE: June 30, 2016

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to amend an agreement with the Business Council of Westchester for the provision of a Youth Work Experience Manager for the period from September 1, 2015 through August 31, 2016 in an amount not to exceed \$130,000, in order to: 1) provide additional services for youth from Putnam County associated with the 2016 Youth Summit; and 2) increase the not-to-exceed amount by an additional \$2,400, from an amount not-to-exceed \$130,000 to an amount not-to-exceed \$132,400 in order to compensate the Business Council for the provision of said additional services.

By resolution approved on October 8, 2015 (the "October 8th Resolution") your Honorable Board authorized the County of Westchester, acting by and through its Department of Social Services, Office of Workforce Development (the "Department"), on behalf of the Westchester Putnam Local Workforce Development Board, to enter into an agreement with the Business Council of Westchester (the "Business Council") pursuant to which the Business Council would serve as the Youth Work Experience Manager and administer the Workforce Innovation and Opportunity Act ("WIOA") Youth Work Experience program for the program period September 1, 2015 through August 31, 2016 for an amount not to exceed \$130,000, to be paid monthly pursuant to an approved budget (the "Agreement"), with the County reserving an option to renew the Agreement for up to three (3) additional one (1) year periods. The Agreement was subsequently executed.

Among the services provided to the County by the Business Council under the Agreement are the creation, coordination and execution of the annual Youth Summit (the

“Summit”). The Summit is an annual gathering of all youth participating in the WIOA Youth Program and includes an interactive agenda focusing on current topical workforce issues for youth between the ages of 16-24. The agenda includes team competitions, workshops, high level guest speakers and a job fair. Since youth from both Westchester and Putnam counties are eligible to participate in the Summit, the Business Council must coordinate programs for youth from both counties. Due to an oversight, funding for Putnam’s share of the costs associated with the Summit was not included in the original contract budget. These costs amounted to \$2,400. In order to compensate the Business Council for providing these additional services, authority is requested to amend the Agreement in order to 1) expand the scope of services to include additional youth services for youth from Putnam County attending the Summit; and 2) increase the not-to-exceed amount under the Agreement by an additional \$2,400 to compensate the Business Council for providing said additional services.

Except as otherwise specifically amended hereby, all remaining terms and conditions of the Agreement shall remain in full force and effect.

The Agreement will serve a public purpose by providing youth employment services to at risk youth who would not otherwise receive these services.

The goals and objectives of this program will be to provide at risk youth with year around worksites, apprenticeship programs and on the job training opportunities.

The goals and objectives of this program are in the best interests of the County in terms of providing at risk youth with year around employment opportunities, internships and on the job training because these experiences will potentially improve the youth’s chances of finding employment and relying less on government assistance.

The goals and objectives will be tracked and monitored by the Westchester-Putnam Workforce Development Board staff assigned to this program.

Accordingly, I most respectfully recommend the adoption of the annexed Resolution.

KMM/AT/jpg

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services, Office of Workforce Development, on behalf of the Westchester Putnam Local Workforce Development Board, is hereby authorized to amend an agreement with the Business Council of Westchester (the "Business Council") for the provision of a Youth Work Experience Manager for the period from September 1, 2015 through August 31, 2016 in an amount not to exceed \$130,000, in order to: 1) provide additional services for youth from Putnam County associated with the 2016 Youth Summit; and 2) increase the not-to-exceed amount by an additional \$2,400, from an amount not-to-exceed \$130,000 to an amount not-to-exceed \$132,400 in order to compensate the Business Council for the provision of said additional services; and be it further

RESOLVED, that except as otherwise specifically amended hereby, all remaining terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Original Contract Amount: \$130,000

This Amendment:	<u>\$2,400</u>
Total	\$132,400

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
275	22	223Q	7340	T223	\$2,400

Budget Funding Year(s): 2015-16
(must match resolution)

Start Date: 9/1/15

End Date: 8/31/16

Funding Source

\$2,400
(must match resolution)

Tax Dollars:

State Aid:

Federal Aid: 100%

Other: