



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**54634**

DATE: December 13, 2016

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire  
Commissioner

SUBJECT: Authority to enter into an agreement with Westhab, Inc. pursuant to which Westhab, Inc. will provide workforce re-entry and job training services for soon-to-be-released incarcerated adults for the period from January 1, 2017 through June 30, 2018 for a total aggregate amount not to exceed \$415,000.00 pursuant to an approved budget.

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Authority is hereby requested from your Honorable Board for 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 (the "WDB"), to enter into an agreement with Westhab, Inc. ("Westhab") pursuant to which Westhab will provide workforce re-entry and job training services for soon-to-be-released incarcerated adults (the "Program") for the period from January 1, 2017 through June 30, 2018. In consideration for services to be rendered, Westhab shall be paid a total aggregate amount not to exceed \$415,000.00 pursuant to an approved budget (the "Agreement").

While state and federal prisons release more than 650,000 people each year, over 9 million people are released from the nation's more than 3,000 county jails. Many of these individuals possess few job skills and little prospect for employment. In an effort to address this problem, the Employment and Training Administration (ETA), U.S. Department of Labor ("USDOL"), recently allocated approximately \$5,000,000 in grant funds for a second round of Linking to Employment Activities Pre-release through Specialized American Job Centers (AJCs), or "LEAP-2," grants. These grants are authorized by Section 169 of the Workforce Innovation and Opportunity Act (WIOA) and Section 212 of the Second Chance Act of 2007. The County has been awarded a

LEAP-2 Grant from the USDOL and will use a portion of this grant award to fund the Program services under the Agreement.

The Program will address the critical transition needs of soon-to-be-released incarcerated adults by 1) providing workforce re-entry training and job services in a specialized American Job Center (“AJC”) located in the Westchester County Correctional Facility; 2) providing a continuum of job services by transitioning participants post-release to the community AJC (either located within Westchester/Putnam counties or located within the participants’ home locations) and linking released inmates to comprehensive community wrap-around services, and 3) using an established network of business sector partners to provide work experience and job opportunities.

The Department has complied with sections 6 and 13 of the Westchester County Procurement Policy. On September 1, 2016, the Department issued an RFP seeking proposals from qualified entities to provide Program services. The RFP was posted on the County and One Stop websites, was advertised in the Journal News and was emailed to various One Stop partners. The Department received two (2) proposals in response to the RFP. These proposals were rated by the review committee based on evaluation criteria set forth in the RFP, as set forth below:

<b>Proposers</b>	<b>Rater 1</b>	<b>Rater 2</b>	<b>Rater 3</b>	<b>Average Score</b>
WESTHAB, Inc	93	97	85	92
America Works of New York, Inc	67	87	95	83

The review committee recommended that the contract be awarded to Westhab because of their experience in this field and the fact that they are currently running a similar program at the Westchester County jail.

The Agreement will serve a public purpose by helping currently incarcerated individuals who are scheduled to be release in Westchester County with job readiness training and securing employment upon release.

The goals and objectives of this program will be will be to prepare Westchester County Department of Corrections Prerelease population to find employment upon release and reduce recidivism.

The goals and objectives of this program are in the best interests of the County in terms of fiscal responsibility because it will assist the soon to be released population in Westchester County to gain financial independence, thus making them less reliant on government assistance.

The goals and objectives will be tracked and monitored by Westchester- Putnam Workforce Development Staff.

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

KMM/AT/jpg  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/10/2017 - LISA MRIJAJ, SECRETARY

## 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 enter into an agreement with Westhab, Inc. pursuant to which Westhab, Inc. will provide workforce re-entry and job training services for soon-to-be-released incarcerated adults for the period from January 1, 2017 through June 30, 2018 for a total aggregate amount not to exceed \$415,000.00, pursuant to an approved budget.

**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.

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
275	22	796R	7350	T796	\$415,000

Budget Funding Year(s): 2016 (Grant Year) Start Date: 01/01/2017 End Date: 06/30/2018  
(must match resolution)

Funding Source  
**\$415,000**  
(must match resolution)

Tax Dollars  
State Aid:  
Federal Aid: 100%  
Other: