

George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

63642

DATE: June 6, 2018

TO: Board of Acquisition & Contract

FROM: Kevin McGuire, Commissioner
Department of Social Services

RE: Authority to further amend an agreement with the Urban League of Westchester County, Inc. (the "Urban League") for the provision of Educational Advocacy Services for Homeless Families for the period from August 1, 2015 through July 31, 2018 in an amount not to exceed \$244,329 per year, pursuant to an approved budget, by 1) extending the term of the Agreement for four (4) additional months, from August 1, 2018 thru November 30, 2018; and 2) increasing the not-to-exceed amount authorized thereunder by an additional \$81,443, pursuant to an approved budget, to compensate the Urban League for additional services rendered during the extension period.

By resolution approved on August 12, 2015 (the "August 12th Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services, (hereinafter the "Department"), to enter into an agreement with the Urban League, pursuant to which the Urban League would provide Educational Advocacy Services for Homeless Families for the period from August 1, 2015 through July 31, 2016 in an amount not-to-exceed \$244,329, pursuant to an approved budget (the "Agreement"). The August 12th Resolution further authorized the County, at its sole option, to renew the Agreement for up to two (2) additional one (1) year periods, with no increase in the total budget amount for the option years. The Agreement was subsequently executed.

Thereafter, by resolution approved on July 28, 2016, your Honorable Board authorized the County, through the Department, to amend the Agreement to exercise the first of its two options to renew the Agreement for an additional one (1) year period commencing on August 1, 2016 and continuing through July 31, 2017 for an amount not-to-exceed \$244,329, pursuant to an approved budget (the "First Amendment"). The First Amendment was subsequently executed.

Thereafter, by resolution approved on August 3, 2017, your Honorable Board authorized the County, through the Department, to amend the Agreement to exercise the second and final of its two options to renew the Agreement for an additional one (1) year period commencing on August 1, 2017 and continuing through July 31, 2018 for an amount not-to-exceed \$244,329, pursuant to an approved budget (the "Second Amendment"). The Second Amendment was subsequently executed.

In anticipation of the expiration of the Second Amendment on July 31, 2018, the Department is in the process of developing an RFP to procure these same services going forward. However, due to program changes with the Department's housing resources and changes to McKinney Vento regulations, preparation of the RFP is taking longer than expected and will not be completed in time to select a new vendor by July 31, 2018. The Department estimates that it will require an additional four (4) months from the expiration date to complete the procurement process. In order to ensure that our valuable Educational Advocacy Services continue uninterrupted during this period, authority is respectfully requested to further amend the Agreement with the Urban League in order to extend the term thereof for an additional four (4) months, from August 1, 2018 through November 30, 2018 (the "Extension Period"). In consideration for services to be rendered during the Extension Period, the County will pay the Urban League an additional amount not-to-exceed \$81,443, pursuant to an approved budget.

The County, acting by and through its Department of Social Services, and in accordance with the applicable Federal regulations, performed a cost analysis of the costs for services to be rendered during the Extension Period. After analyzing current marketplace costs for such services, the Department concluded that the costs for the Extension Period are reasonable and it is, therefore, economically prudent to extend the contract through November 30, 2018.

During the Extension Period, the educational advocate will continue to operate a program to provide services to facilitate the completion of educational designations, case counseling, school registration and enrollment, education compliance and arrangement of school transportation for homeless school-aged students.

The Agreement will serve a public purpose by ensuring that each homeless child and youth has equal access to the same free, appropriate public education, including a public preschool education, as other children and youth.

The goals and objectives of this Agreement are to operate a program to provide services to facilitate the completion of educational designation, case counseling, school registration, education compliance and coordination of school transportation for homeless school-aged students.

The goals and objectives are in the best interests of the County because these services will ensure the timely and seamless transition of educational services for homeless school-aged youth relocating to transitional housing.

The goals and objectives will be tracked and monitored by the Department.

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

An appropriate resolution is herewith attached for your Honorable Board's consideration.

KMM/BG/jpg
Attachment

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER, WESTCHESTER COUNTY DEPARTMENT OF SOCIAL SERVICES, BE IT HEREBY:

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services, is hereby authorized to further amend an agreement with the Urban League of Westchester County, Inc. (the "Urban League"), as previously amended, pursuant to which the Urban League agreed to provide Educational Advocacy Services for Homeless Families for the period from August 1, 2015 through July 31, 2018 in an amount not-to-exceed \$244,329 per year, pursuant to an approved budget (the "Agreement"), by 1) extending the term of the Agreement for four (4) additional months, from August 1, 2018 thru November 30, 2018; and 2) increasing the not-to-exceed amount authorized thereunder by an additional \$81,443, pursuant to an approved budget, to compensate the Urban League for additional services to be rendered during the extension period; and be it further

RESOLVED, that this contract is subject to County Appropriation; 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 except as otherwise specifically amended hereby, all remaining terms and conditions of the Agreement, as previously amended, shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee be, and hereby is, authorized to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

Original Contract Amount:	\$244,329
First Amendment:	\$244,329
Second d Amendment:	\$244,329
This Amendment:	<u>\$81,443</u>
Total:	\$814,430

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2018	101	22	8900	5630		\$81,443

Budget Funding Year(s): 2018 Start Date: 08/01/18 End Date: 11/30/18
(must match resolution)

Funding Source

Tax Dollars:

State Aid:

\$81,443

Federal Aid: 100%

(must match resolution)

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/28/2018 - LISA MARIJAL SECRETARY