

Robert P. Astorino
County Executive

Office for Women

Camille Failla Murphy
Director

April 9, 2010

To: Board of Acquisition and Contract

From: Camille Failla Murphy
Director, Office for Women

Re: Request for authority to enter into an agreement with The YMCA of New Rochelle, Inc., to provide child care in the Court House in New Rochelle, for an amount not-to-exceed Seventy-One Thousand Nine Hundred Seventy-One Dollars (\$71,971), for a term of one year commencing January 1, 2010 and terminating December 31, 2010.

Attached for your consideration is a Resolution which, if approved by your Honorable Board would authorize the County of Westchester to enter into an agreement with the YMCA of New Rochelle, Inc. (the "YMCA"), to provide child care in the Court House in New Rochelle, for a term of one year commencing January 1, 2010 and terminating December 31, 2010, for an amount not-to-exceed Seventy-One Thousand Nine Hundred Seventy-One Dollars (\$71,971), pursuant to the workplan and budget attached as Schedules A and B.

The YMCA's Children's Center will serve the child care needs of persons accessing the Family Court.

The YMCA has been providing child care in the Court House in New Rochelle since September 2000, and has satisfactorily carried out its responsibilities under previous contracts.

The proposed agreement promotes the public health, safety and general welfare of children by offering parents a safe, child-friendly environment to leave their child/ren while family law matters are litigated. The purpose is to relieve trauma children may experience from exposure to inappropriate information. Referrals are also provided to families who require additional services. In 2009, the YMCA served over 600 children. They seek to serve between 550 and 600 children during the proposed contract term.

The effectiveness of this program will be determined by referral and follow-up for families accessing the child care center. Such services may include assistance with child custody, child support, domestic violence, employment/training and health services. The YMCA expects to maintain contact with approximately 25% of families to verify whether or not they have received the services needed as a result of the information and referrals which were provided. In 2009, approximately 95 referrals were provided to families.

If this resolution were not approved, parents accessing the court would be forced to find alternate means of child care. The consequences of this may include their child/ren being left in a potentially unsafe, unhealthy environment as well as costing them money.

Payments will be made to the YMCA on a monthly basis for services rendered, in accordance with the workplan and budget attached as Schedules A and B. The Westchester County Office for Women will be responsible for monitoring the YMCA's performance under this Agreement by means of site visits, as well as their monthly statistics and quarterly narratives.

This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3 (a) (xviii), which exempts contracts for the "advancement of the moral, physical, mental and social well being of the youth of Westchester County."

Accordingly, I recommend approval of the attached proposed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 10-22-2010
JOMARY VILERA, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into a new Agreement with the YMCA of New Rochelle, Inc., to provide child care in the Court House in New Rochelle to serve the child care needs of persons accessing the Family Court, for a term of one year commencing January 1, 2010 and terminating December 31, 2010, for an amount not-to-exceed Seventy-One Thousand Nine Hundred Seventy-One Dollars (\$71,971), pursuant to an approved workplan and 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 is authorized to execute any 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
101	11	0900	4380	N/A	\$71,971

Budget Funding Year(s) 2010 Start Date 1/1/2010 End Date 12/31/2010
 (Must Match Resolution)

<u>\$71,971</u> (Must Match Resolution)	FUNDING SOURCE Tax Dollars <u>\$71,971</u> State Aid _____ Federal Aid _____
--	---

Schedule A

New Rochelle YMCA Childcare Center New Rochelle Family Court 2010

Description of Services

The New Rochelle YMCA will continue to operate a Child Care Center from January 1, 2010 through December 31, 2010 at the New Rochelle Family Court House. The center will function as a drop in childcare facility and is located on the third floor adjacent to the Family Court.

The Child Care Center will be open whenever the court is in session, which generally will be Monday-Friday 9:00 a.m. – 4:30 p.m. with a break for lunch. The Center will offer care for children 6 months to 8 years of age during the school year and 6 months to 10 years of age during the summer months. Childcare will be offered to the children of parents, guardians or caretakers who have scheduled appointments in Family Court. The children will be cared for in a well-designed space with appropriate furnishings and equipment. The room will be designed to offer separate activities for infants, toddlers and older children.

The Center will be staffed by at least two adults at all times. A well-screened and trained staff and group of volunteers operate the Center. Snacks will be offered to the children in the morning and the afternoon. Safety will be of the utmost importance. Adults will formally register their child on New York State approved intake forms and children will never be released to anyone other than the adult who registered them unless a court order is involved.

The New Rochelle Child-Care in the Court Program will provide the office for Women the following statistics by the tenth day of the following month:

- The number of unduplicated children (first time visits in this calendar year)
- The number of child/visits. (duplicated)
- The number of hours of child-care, differentiated by morning and afternoon
- The number of children each program has been unable to accommodate each day.

Outcomes – Measurements

The capacity of the center is eight children. The program will document the # of times we had to close due to the capacity of the center on an annual basis.

Information regarding services for families will be distributed to clients. The program will track the number of clients that received the information and will follow-up with families that give us permission to do so. thereby to establish if those services were received.

This will be tracked on a monthly basis.

The child-care teachers will receive a minimum of 12 hours training each year.

The New Rochelle YMCA will serve 47 children each month.

Schedule B

YMCA of New Rochelle Child Care/Family Court Budget January 1, 2010 - December 31, 2010

Category

Personnel Costs

Head Teacher - Annual Salary (35 hrs)	\$29,000.00
Assistant Teacher (35.5hrs)	\$25,000.00
Substitute 6 weeks sick & vacation	\$2,200.00
Wages	\$56,200.00

FICA	\$4,299.30
Benefits / Disability / Wkrs Comp	\$0.00
Health	\$4,850.00
Retirement	\$0.00
Fringe Total	\$9,149.30

Total Personnel Costs	\$65,349.30
------------------------------	--------------------

Food/Other

Snacks & Juice	\$700.00
Total Food/Other	\$700.00

Supplies

Office	\$200.00
Program	\$473.00
Total Supplies	\$673.00

Telephone

Monthly Telephone 12mon x \$90	\$950.00
Total Telephone	\$950.00

Training & Travel

Local Travel	\$350.00
Trainings	\$500.00
Total Training & Travel	\$850.00

Administration

Administrative - 5%	\$3,449.00
Total Administration	\$3,449.00

Grand Total	\$71,971
--------------------	-----------------