

George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

70353

DATE: June 20, 2019

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire
Commissioner

SUBJECT: Authority for the County of Westchester ("County") to enter into an agreement with the Urban League of Westchester County, Inc. (the "Urban League") pursuant to which the Urban League will provide Employment Related Program Services to adult recipients of Temporary Assistance who are exempt from participation in public assistance work activities for an initial term commencing on July 1, 2019 and continuing through March 31, 2020 for a fee not to exceed \$750,131.25, pursuant to an approved budget, with the County reserving the right to renew the agreement for up to three (3) additional one year terms.

Authority is hereby requested from your Honorable Board for the County, acting by and through its Department of Social Services, Office of Employment Operations (the "Department") to enter into an agreement with the Urban League (the "Agreement") pursuant to which the Urban League will provide Employment Related Program Services to all adult recipients (age 19 and over) of Temporary Assistance ("TA") who are exempt from participation in public assistance work activities pursuant to NYS Temporary Assistance and Supplemental Nutrition Assistance Program ("TANF") Employment Manual section 385.2., for an initial term commencing on July 1, 2019 and continuing through March 31, 2020 (the "Initial Term"). In consideration for services to be rendered during the Initial Term, the Urban League shall be paid a fee not to exceed \$750,131.25, payable monthly in accordance with an approved budget. The County, at its sole option, may renew the Agreement for up to three (3) additional one (1) year terms (the "Option Years"). For each Option Year, the County will pay the Urban League a fee not-to-exceed of \$1,000,175, payable monthly in accordance with an approved budget, subject to the further approval of your Honorable Board.

Pursuant to the terms of the Agreement, the Urban League will develop strategies to maximize engagement of TA recipients who are determined to be exempt from participation in public assistance work activities due to health problems, substance abuse problems, low reading/math skills, domestic violence, etc., in alternative activities appropriate to their specific circumstances and needs, such as certified drug & alcohol

programs, counseling, other rehabilitation programs, wellness programs, parenting and life skills, etc., with program participation monitoring as a priority.

The Department has complied with sections 6 and 13 of the Westchester County Procurement Policy and Procedures. On May 23, 2019, the Department issued an RFP seeking proposals from qualified agencies to provide Employment Related Program Services to adult recipients of Temporary Assistance who are exempt from participation in public assistance work activities. The RFP was posted on the County website, advertised in the Journal News and emailed to various One Stop partners. As a result of these efforts, three (3) agencies submitted proposals. These proposals were rated by the review committee based on evaluation criteria set forth in the RFP, as set forth below:

| Proposers | Rater 1 | Rater 2 | Rater 3 | Total | Average Score | Total Cost |
|-----------------------------------|---------|---------|---------|-------|---------------|-------------|
| Urban League of Westchester, Inc. | 85 | 93.5 | 87.9 | 266.4 | 88.8 | \$1,000,175 |
| Yonkers Chambers of Commerce | 79 | 92.5 | 82.3 | 253.8 | 84.6 | \$1,022,213 |
| Montefiore | 60 | Rej | 78.9 | 138.9 | 69.5 | \$5,237,186 |

The review committee recommended that the contract be awarded to the Urban League because it received the highest score based on criteria in in the RFP and was determined the most cost effective and advantageous to the Department.

The Agreement will serve a public purpose through the evaluation and ultimate improvement of the County's existing work participation programs for the Temporary Assistance (TA) "Exempt Population".

The goals and objectives of this program will be to analyze and evaluate Department's existing work participation programs for the TA "Exempt Population" and recommend improvements that will result in increased work participation rates and increased self-sufficiency of Westchester County Department of Social Services ("WCDSS") TA households as well as better outcomes for households within that population that are exempt from work requirements.

The goals and objectives are in the best interest of the County in terms of fiscal responsibility in that the cultivation of these goals and objectives will result in a planning approach for "exempt" individuals with the potential to be restored to self-sufficiency through treatment/rehabilitation and non-traditional work activity or alternative work activity appropriate to their specific circumstance and needs.

The goals and objectives will be tracked and monitored using the performance measurement indicators developed by the Department. The consultant is required to submit to the Department statistical reports on all activities related to the program.

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

KMM/KK/jpg
Attachment

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services, Office of Employment Operations, is hereby authorized to enter into an agreement with the Urban League of Westchester County, Inc. (the "Urban League") pursuant to which the Urban League will provide Employment Related Program Services to adult recipients of Temporary Assistance who are exempt from participation in public assistance work activities, for an initial term commencing on July 1, 2019 and continuing through March 31, 2020 (the "Initial Term"); and be it further

RESOLVED, that in consideration for services to be rendered during the Initial Term, the Urban League shall be paid a fee not to exceed \$750,131.25, payable monthly in accordance with an approved budget; and be it further

RESOLVED, that the County, at its sole option, may renew the Agreement for up to three (3) additional one (1) year terms (the "Option Years"). For each Option Year, the County will pay the Urban League a fee of \$1,000,175, payable monthly in accordance with an approved budget, subject to the further approval of Westchester County Board of Acquisition & Contract; and be it further

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

RESOLVED, and this contract is 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 budget of the State budget and/or the adoption of the 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 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 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 |
|------|------|------|--|--------------------|---------------|--------------|
| 2019 | 101 | 22 | 8900 | 5860 | ----- | \$300,052 |
| 2020 | 101 | 22 | 8900 | 5860 | ----- | \$150,026.25 |
| | 263 | 22 | 708U | 4380 | T708 | \$300,053 |

Budget Funding Year(s): 2019-20 Start Date: 07/01/2019 End Date: 03/31/2020
(must match resolution)

| | | | |
|----------------------------|--------------|-------------|-------------|
| | | <u>5860</u> | <u>T708</u> |
| Funding Source | Tax Dollars: | 71% | |
| | State Aid: | 29% | |
| <u>\$750,131.25</u> | Federal Aid: | 0% | 100% |
| (must match resolution) | Other: | | |

APPROVED BOARD OF ACQUISITION & CONTRACT 06/27/2019 - LISA MARIJAJ, SECRETARY