

11467

May 14, 2010

TO: The Board of Acquisition and Contract

FROM: Marlene E. Furtick, Executive Director  
Westchester County Youth Bureau

RE: Authority to enter into an Agreement with The Children's Village, Inc. to operate the Drop-In Center program for the program period January 1, 2010 through December 31, 2010 in a total amount not to exceed \$72,000.

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Authority is hereby requested for the County of Westchester to enter into an Agreement with The Children's Village, Inc. (the "Agency") to operate the Drop-In Center Program for the program period January 1, 2010 through December 31, 2010 in a total amount not to exceed \$72,000, subject to appropriation and pursuant to an approved individual budget. The County Department of Social Services will provide Community Optional Preventive Services (COPS) funding in the amount of \$45,864 as well as the local tax levy match requirement in the amount of \$26,136 for a total contract amount of \$72,000.

The COPS funding is designed to support community/neighborhood based youth services and parenting programs aimed at reducing youth risk-taking behaviors. Examples of services include family resource centers, drop out prevention programs, parent skills training, mentoring and tutoring programs, independent living skills, job training and linkage with employment, pregnancy prevention, HIV/AIDS prevention, conflict resolution and gang and youth violence prevention.

This agreement will support the Drop-in-Center's Education and Employment Center, which is designed to empower young people, ages 14 and up in their successful entry into the workforce. The drop-in-center has a strong focus on job-readiness training, life skills training, educational assistance and job placement.

The goals and objectives of this agreement are as follows:

- Of the 200 youth who are served at the Drop-in-Center, 100 will acquire one or more of the following skills:
  - Resume writing
  - Development of a cover letter
  - Appropriate interviewing skills
  - How to fill out a job applicationas a result of their participation in the job-readiness training as verified by the signature page and measured by their score on the job readiness skills review test and by pre & post tests.
- Of the 200 youth who are served at the Drop-in-Center, 100 will be placed in internships with various employers and gain valuable employment experience as verified by the Job Developer and Employment Service Coordinator and measured by the employment evaluation documents completed by the youths.
- Of the 200 youth who are served at the Drop-in-Center, 100 will attend at least one of the Life Skills Trainings (i.e. housing, gaining employment, career development, money management, health and hygiene) and improve their knowledge of the topic as measured by pre & post tests.

This agreement is in the best interest of the County in terms of public safety because the program teaches young people skills that will enable them to live independently, further their education, and secure employment. The program targets youth who have risk factors such as runaway and homelessness, mental health issues, youth in foster care, school drop-out issues, etc. and helps them learn the skills to become independent and contribute to society.

Each of the goals and objectives as stated above will be tracked and monitored through monthly, quarterly and annual reports and by site visits from Youth Bureau Program Monitors.

This program was funded in 2009 and achieved its stated outcomes. The outcomes are as follows:  
Result:

- Of the 200 youth served at the Drop-in-Center, 197 (47 more than contracted for) acquired one or more of the following skills:
  - Resume writing
  - Development of a cover letter
  - Appropriate interviewing skills
  - How to fill out a job application

Result:

• Of the 200 youth served at the Drop-in-Center, 121 (11 more than contracted for) were placed in internships with various employers and gained valuable employment experience as verified by the Job Developer and Employment Service Coordinator and measured by the employment evaluation documents completed by the youths.

Result:

- Of the 200 youth served at the Drop-in-Center, 145 (45 more than contracted for) attended at least one of the Life Skills Trainings (i.e. housing, gaining employment, career development, money management, health and hygiene) and improved their knowledge of the topic as measured by pre & post tests.

This Agreement is exempt from the Westchester County Procurement Policy pursuant to section 3(a)xviii thereof. Nevertheless, in 2008 the Youth Bureau issued an RFP to cover the program years 2009 – 2011. This agency is one of 94 agencies that submitted a proposal in response to the RFP.

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

APPROVED BOARD OF ACQUISITION & CONTRACTS - 5-27-2010 - JAMES VIEIRA, SECRETARY

## RESOLUTION

Upon a communication from the Executive Director of the Westchester County Youth Bureau, be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an Agreement with The Children’s Village, Inc. to operate the Drop In Center program for the program period January 1, 2010 through December 31, 2010 in a total amount not to exceed Seventy Two Thousand (\$72,000) Dollars, pursuant to an approved individual budget. The County Department of Social Services will provide Community Optional Preventive Services (COPS) funding in the amount of Forty Five Thousand Eight Hundred Sixty Four (\$45,864) Dollars as well as the local tax levy match requirement in the amount of Twenty Six Thousand One Hundred Thirty Six (\$26,136) Dollars for a total contract amount of \$72,000; 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 that Contractor shall have the right to terminate their Agreement upon reasonable prior written notice; 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 Agreement  
 First Amendment  
 This Amendment  
 New Total Amount

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
DSS	263	11	613K	4380	T613	\$72,000

Budget Funding Year(s) January 1, 2010  
 (must match resolution)

End Date December 31, 2010

Funding Source: Tax Dollars \$26,136

Contractor Federal I.D. No./  
 Social Security No.: \_\_\_\_\_

State Aid \$45,864  
 Federal Aid \_\_\_\_\_

Vendor No.: 999464

\$ 72,000  
 (must match resolution)

Other \_\_\_\_\_

Encumbrance No.: YTH1013