



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

## 19503

DATE: May 31, 2011

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Kevin M. McGuire  
Commissioner, Department of Social Services

SUBJECT: Authority to amend an agreement with the Business Council of Westchester, pursuant to which the Business Council developed and operates a year-round Career Institute for youth employment, by: 1) extending the termination date of the agreement from December 31, 2010 to June 30, 2011, and 2) increasing the total not-to-exceed amount by an additional \$54,000, from \$165,000 to \$219,000

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By resolution approved on May 1, 2008, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services Office of Workforce Investment (the "Department"), to enter into an agreement with the Business Council of Westchester (the "Business Council"), pursuant to which the Business Council would develop a Career Institute to provide linkages between businesses and the youth at the Westchester Workforce Development Academy for Youth ("WWDAY"), for the period April 1, 2008 through December 31, 2008 for an amount not to exceed \$40,000 (the "Agreement"). The Agreement was subsequently executed.

By resolution approved on January 8, 2009, your Honorable Board authorized the County to amend the Agreement to, 1) extend the termination date from December 31, 2008 to June 30, 2009, and 2) increase the not-to-exceed amount by \$25,000, for a new total not-to-exceed amount of \$65,000 (the "First Amendment"). The First Amendment was subsequently executed.

Thereafter, by resolution approved on August 6, 2009, your Honorable Board authorized the County to further amend the Agreement, as amended, to, 1) extend the termination date from June 30, 2009 to December 31, 2009, and 2) increase the not-to-exceed amount by \$25,000, for a new total not-to-exceed amount of \$90,000 (the "Second Amendment"). The Second Amendment was subsequently executed.

Thereafter, by resolution approved on December 30, 2009, your Honorable Board authorized the County to further amend the Agreement, as amended, to 1) extend the termination date from December 31, 2009 to June 30, 2010, and 2) increase the not-to-exceed amount by \$25,000, for a new total not-to-exceed amount of \$115,000 (the "Third Amendment"). The Third Amendment was subsequently executed.

Thereafter, by resolution approved on May 6, 2010, your Honorable Board authorized the County to further amend the Agreement, as amended, to: 1) extend the termination date from June 30, 2010 to September 30, 2010, and 2) increase the not-to-exceed amount by \$25,000, for a new not-to-exceed amount of \$140,000 (the "Fourth Amendment"). The Fourth Amendment was subsequently executed.

Thereafter, by resolution approved on November 23, 2010, your Honorable Board authorized the County to further amend the Agreement, as amended, to 1) extend the termination date from September 30, 2010 to December 31, 2010, and 2) increase the not-to-exceed amount by \$25,000, for a new not-to-exceed amount of \$165,000. The Fifth Amendment was subsequently executed.

The Department recently received additional funding from the New York State Department of Labor for this program and wishes to allocate this funding to paying the Business Council for the continuation of its services under the Agreement, as amended.

Accordingly, the County now respectfully requests authority from your Honorable Board to further amend the Agreement, as amended by, 1) extending the termination date from December 31, 2010 to June 30, 2011, and 2) increasing the total not-to-exceed amount by \$54,000, from an amount not to exceed \$165,000 to a new total-not-to exceed amount of \$219,000.

The proposed amendment will serve a public purpose by providing the youth with exposure to and experience in the formal workplace that will be motivational and will help them develop an appreciation for work and career opportunities in the County.

The goals and objectives of the proposed amendment are to maintain a business advisory council that will provide advice and career opportunities for youth of the Westchester Workforce Development Academy for Youth ("WWDAY"). Further, the council will provide exposure and experience to the targeted population in the formal workplace that will help them to develop an appreciation for careers and learn more about the workplace in relation to what has already been learned in school.

The goals and objectives of the proposed amendment are in the best interests of the County in terms of public safety, as the services and resources to be provided hereunder shall help participating youth develop a better appreciation for work, learn more about careers and acquire work experience, thereby helping them avoid anti-social behavior and making them responsible, productive citizens.

The goals and objectives are also in the best interest of the County in terms of fiscal responsibility as this program is aimed at improving the employment opportunities of the youth

in the County which will, in turn, make them economically independent and less likely to end up on public assistance.

The goals and objectives of this proposed contract shall be tracked and monitored through monthly progress reports submitted by the contractor in addition to regularly scheduled meetings with the contractor.

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

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

KMM/DB/CJ/bdm/nm

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/24/2011 - JOHNNY VIEIRA 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 Investment (the "Department"), is hereby authorized to amend an Agreement with the Business Council of Westchester ("the Business Council"), pursuant to which the Business Council was to develop and operate the Career Institute to provide linkages between businesses and the youth at the Westchester Workforce Development Academy for Youth ("WWDAY"), for the period April 1, 2008 through December 31, 2010 for an amount not to exceed \$165,000 (the "Agreement, as amended") by: 1) extending the termination date from December 31, 2010 to June 30, 2011, and 2) increasing the total not-to-exceed amount by \$54,000, from an amount not to exceed \$165,000 to a new total-not-to exceed amount of \$219,000; and be it further

**RESOLVED**, that except as specifically amended hereby, all terms and conditions of the Agreement, as amended, shall remain in full force and effect; 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.

Original Agreement:	\$ 40,000
1st Amendment:	\$ 25,000
2nd Amendment:	\$ 25,000
3rd Amendment:	\$ 25,000
4th Amendment:	\$ 25,000
5 <sup>th</sup> Amendment:	\$ 25,000
<u>This Amendment:</u>	<u>\$ 54,000</u>
Total	\$219,000

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
275	22	22 401K 401K	7340	T401	\$31,067
275	22	222K	7340	T222	\$22,133

Budget Funding Year(s): 2010  
(must match resolution)

Start Date: N/A    End Date: 06/30/11

Funding Source

\$54,000  
(must match resolution)

Tax Dollars:

State Aid:

Federal Aid: 100%

Other: \_\_\_\_\_