

**20843**

DATE: August 5, 2011

TO: The Board of Acquisition and Contract

FROM: Mary Kate Cabaleiro, Coordinator  
Westchester County Youth Bureau

RE: Authority to enter into an Agreement with the Community Planning Council of Yonkers, Inc. to operate the W. O. R. K. Program for the program period January 1, 2011 through December 31, 2011 in the total amount not-to-exceed \$30,380

---

Authority is hereby requested for the County of Westchester to enter into an Agreement with the Community Planning Council of Yonkers, Inc. to operate the W. O. R. K. Program, under a portion of the County's Special Delinquency Prevention Program (SDPP) funding for the program period January 1, 2011 through December 31, 2011. The funding amount for this program will be provided by the New York State Office of Children and Family Services in an amount not-to-exceed \$30,380 pursuant to an approved budget. There is no match requirement for this funding stream therefore the total contract amount will not exceed \$30,380.

SDPP, which is funded by the New York State Office of Children and Family Services, is a specific initiative targeted to youth with well-defined needs. SDPP supports services aimed at keeping youth from becoming involved or dependent upon the juvenile justice and/or human service systems. It also promotes efforts to reduce the need for longer term acute or chronic care services.

The Community Planning Council of Yonkers, Inc. W. O. R. K. Program will recruit youth in the community center and high schools in Yonkers, who are 14-20 years old, assess their needs, provide job readiness training, refer them to jobs, monitor their progress and evaluate their performance.

2011 Outcomes:

- Of the 334 youth who complete their registration for the Program, 267 will complete their job readiness skills workshop as measured by their attendance at workshops;
- Of the 267 youth who complete their job readiness skills workshop, 50 youth will be hired as reported by employers to the W. O. R. K. program office.

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

This program was funded in 2010.

- Of the 700 youth who signed up for the Program, 506 completed the requirements for registration, as measured by the registration records of the Program;
- Of the 506 youth who completed their registration for the Program, 386 completed their job readiness skills as measured by their attendance at workshops;
- Of the 386 youth who completed their job readiness training, 386 were referred to a job opening as measured by the records of the W. O. R. K. Program office.

Pursuant to Act No. 109 – 2011 adopted by the Westchester County Board of Legislators on July 11, 2011 the County of Westchester was authorized to participate in a Resource Allocation Plan to provide State reimbursement for certain youth services programs which operate with funding provided by the County's Special Delinquency Prevention Program.

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. However due to the precariousness of the funding stream from the state, the Youth Bureau deemed it appropriate to enter into one year contracts with this agency as opposed to a three year contract as stated in the above mentioned RFP. The agency has agreed to year to year contracts for the 2009 – 2011 period based upon appropriation and contract compliance.

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

## RESOLUTION

Upon a communication from the Coordinator 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 Community Planning Council of Yonkers, Inc. to operate the W. O. R. K. Program for the program period January 1, 2011 through December 31, 2011 in the total amount not-to-exceed Thirty Thousand Three Hundred Eighty (\$30,380) Dollars, pursuant to an approved 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 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.

|   | Fund                    | Dept. code | Unit # | Object/<br>Sub Object | Trust<br>Account | Dollars  |
|---|-------------------------|------------|--------|-----------------------|------------------|----------|
| Account to be charged/credited<br>SDPP            | 263                     | 11         | 040L   | 4380                  | T040             | \$30,380 |
|   |                         |            |        |                       |                  |          |
| Budget Funding Year(s)<br>(must match resolution) | 2011                    | Start Date |        | January 1, 2011       | End Date         |          |
| December 31, 2011                                 |                         |            |        |                       |                  |          |
| Funding Source                                    | Tax Dollars \$ _____    |            |        |                       |                  |          |
|   | State Aid <u>30,380</u> |            |        |                       |                  |          |
| <u>\$30,380</u><br>(must match resolution)        | Federal Aid \$ _____    |            |        |                       |                  |          |
|   | Other _____             |            |        |                       |                  |          |