

20969

DATE: August 10, 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 Hudson River Museum, Inc. to operate the Junior Docent Program II for the program period January 1, 2011 through December 31, 2011 in the total amount not-to-exceed \$16,878 payable pursuant to an approved budget

Authority is hereby requested for the County of Westchester to enter into an Agreement with the Hudson River Museum, Inc. (the "Agency") to operate the Junior Docent Program II 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 \$16,878. There is no match requirement for this funding stream therefore the total contract amount will not exceed \$16,878 payable pursuant to an approved budget.

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 Junior Docent Program agreement will provide 62 Yonkers public school students with cultural enrichment and life skills. Students are trained to be junior docents at the Hudson River Museum and gain valuable work experience and career exploration. Junior Docents provide gallery tours, conduct workshops, make off-site trips to cultural institutions, plan group activities and serve as interns in various museum departments. The program builds communication skills, confidence, leadership and interpersonal skills.

2011 Proposed Outcomes:

- Of the 62 youth who will participate in the Junior Docent program, 55 will improve their verbal communication skills as measured by program staff observations, written evaluations, and journal logs.
- Of the 25 youth who will participate in the College Prep series, 20 will be better prepared for college as measured by pre and post evaluations.
- Of the 62 youth who will participate in Junior Docent weekend work sessions, 60 will increase their leadership abilities as measured by exit surveys, journals, and staff observations as they progress through one or more of the program's leadership development stages.

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.

2010 Outcomes:

- Of the 65 youth who will participate in the Junior Docent program, 55 will improve their verbal communication skills as measured by program staff observations, written evaluations, and journal logs. *Of the 62 youth that participated, 57 improved their verbal communication skills.*
- Of the 25 youth who will participate in the College Prep series, 20 will be better prepared for college as measured by pre and post evaluations. *Of the 25 participants, 23 were better prepared for college.*
- Of the 65 youth who will participate in Junior Docent weekend work sessions, 60 will increase their leadership abilities as measured by exit surveys, journals, and staff observations as they progress through one or more of the program's leadership development stages. *Of the 62 youth that participated, 59 increased their leadership abilities.*

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 Hudson River Museum, Inc. to operate the Junior Docent Program II for the program period January 1, 2011 through December 31, 2011 in the total amount not-to-exceed Sixteen Thousand Eight Hundred Seventy Eight (\$16,878) Dollars payable 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/ Sub Object	Trust Account	Dollars
Account to be charged/credited SDPP	263	11	040L	4380	T040	\$16,878
Budget Funding Year(s) (must match resolution)	2011	Start Date		January 1, 2011	End Date	December 31, 2011
Funding Source	Tax Dollars \$ _____					
	State Aid \$16,878 _____					
\$16,878 (must match resolution)	Federal Aid \$ _____					
	Other _____					