



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

25517

To: Board of Acquisition and Contract

From: Kevin M. McGuire
Commissioner of Social Services

Date: March 1, 2012

Re: **Authority for the County to enter into agreements with Westhab, Inc., the Urban League of Westchester County, Inc., the Yonkers Chamber of Commerce and Career Team, LLC to provide Employment Related Program Services for DSS Temporary Assistance Customers, for the term April 1, 2012 through March 31, 2013 in the total amount not to exceed \$4,712,250 to be paid pursuant to approved budgets and subject to appropriations.**

On August 11, 2011, the Westchester County Department of Social Services (“Department”) issued a Request for Proposals for “Employment Related Program Services for all Temporary Assistance Customers in each of Two Zones: Upper Westchester and Lower Westchester” (the “RFP”). The Department received 14 proposals from 5 agencies for upper and lower Westchester and from 4 agencies for lower Westchester only. After evaluation of the proposals with reference to the evaluation criteria set forth in the RFP, the Department has determined that the proposals from Westhab, Inc. for the Mount Vernon District Office, the Urban League of Westchester County, Inc. for the White Plains and Peekskill District Offices, the Yonkers Chamber of Commerce for the Yonkers District Office, and Career Team, LLC for all 4 District Offices, were the most cost effective and advantageous to the Department. It was also determined during the evaluation process that the division of the contracts would be more effective if one provider were awarded for the Mount Vernon District Office, one for the Yonkers District Office and one for both the White Plains and Peekskill District Offices and one for the Transitional Opportunities Program (TOP) participants in all 4 District Offices. It is therefore recommended that your Honorable Board authorize the County of Westchester to enter into agreements with Westhab, Inc. in the amount of \$1,233,750, the Urban League of Westchester County, Inc. in the amount of \$1,066,875, the Yonkers Chamber of Commerce in the amount of \$1,470,625, and with Career Team, LLC in the amount of \$941,000, to provide employment related program services for Temporary Assistance recipients including development of an

individual employment plan, assessments, job readiness services, short-term vocational, job skills and educational training, referral to supportive services, job search and job placement services, retention services as well as case management for the term April 1, 2012 through March 31, 2013 in the total aggregate amount not to exceed \$4,712,250, to be paid pursuant to approved budgets and subject to appropriations.

The agreements will serve the **public purpose** of helping Temporary Assistance recipients gain employment and ultimately achieve self sufficiency. The proposed agreements will also assist the Department in placing customers in unsubsidized employment which will eliminate their need for assistance, thereby saving County funds.

The performance measurement indicator reports and statistics submitted monthly by the vendors will be tracked and monitored by the program office.

A resolution is annexed hereto, which I recommend for your favorable consideration.

KMM/DI
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/22/2012 - JIMMY VEIR, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into agreements with Westhab, Inc. in the amount of \$1,233,750, the Urban League of Westchester County, Inc. in the amount of \$1,066,875, the Yonkers Chamber of Commerce in the amount of \$1,470,625, and with Career Team, LLC in the amount of \$941,000, to provide employment related program services for Temporary Assistance recipients, for the term April 1, 2012 through March 31, 2013 in the total aggregate amount not to exceed \$4,712,250 to be paid pursuant to approved budgets; and be it further

RESOLVED, that these contracts are subject to County appropriations; and be it further

RESOLVED, that these Agreements are also subject to further financial analysis of the impact of any New York State Budget ("State Budget") proposed and adopted during the term of these Agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State budget and/or 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 impact of any such budget(s) on County finances. After such analysis, the County shall retain the right to either terminate these Agreements, or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractors then the Contractors shall have the right to terminate the agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

| Account to be Charged/credited | Fund | Dept | Major Program, Program & Phase Or Unit | Object/ Sub Object | Trust Account | Dollars |
|--------------------------------|------|------|--|--------------------|---------------|--------------|
| 2012 | 101 | 22 | 8900 | 5860 | ----- | \$1,908,461. |
| 2013 | 101 | 22 | 8900 | 5860 | ----- | \$636,154 |
| 2012 | 263 | 22 | 708M | 4380 | T708 | \$2,167,635 |
| | | | | | | |

Budget Funding Year(s) 2012 – 2013 Start Date 4/1/12 End Date 3/31/13
 (must match resolution)

Funding Source Tax Dollars: T708 5860
 71%
 State Aid: 29%

\$4,712,250
 (must match resolution) Federal Aid: 100%

Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACT, 03/22/2012 - JOMAR VEIRA, SECRETARY