



Robert P. Astorino
County Executive

Department of Social Services
Kevin M. McGuire
Commissioner

41867

DATE: August 11, 2014

TO: Board of Acquisition and Contract

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

SUBJECT: **Request authority for the County of Westchester to exercise its second option to extend an agreement with the Business Council of Westchester, pursuant to which the Business Council of Westchester will provide various services concerning local youth, including coordination, administration and recruiting, to extend the term thereof for one (1) additional year commencing September 1, 2014 and continuing through August 31, 2015 for an amount not to exceed \$70,000**

By resolution approved on November 21, 2012 (the "November 21st Resolution), your Honorable Board authorized the County of Westchester, acting by and through its Department of Social Services, to enter into an agreement with the Business Council of Westchester (the "Business Council"), pursuant to which the Business Council would provide various services concerning local youth, including coordination, administration and recruiting for the period commencing September 1, 2012 and continuing through August 31, 2013 in an amount not to exceed \$70,000 (the "Agreement") with the County having the option to extend the agreement for two additional one-year terms. The Agreement was subsequently executed.

Through resolution approved on November 7, 2013, the Department exercised its First Option to extend the Agreement with Business Council pursuant to which the Business Council would provide various services concerning local youth, including coordination, administration and recruiting for an additional one (1) year period from September 1, 2013 through August 31, 2014 for an amount not-to-exceed \$70,000. The First Extension was subsequently executed.

The Department now desires to exercise its Second Option to extend the Agreement for one (1) additional year starting September 1, 2014 and ending August 31, 2015. Accordingly, authority is respectfully requested for the County to exercise its second option to extend the term of the Agreement with the Business Council pursuant to which the Business Council will provide

various services concerning local youth, including coordination, administration and recruiting for an additional one (1) year period from September 1, 2014 through August 31, 2015 for an amount not to exceed \$70,000 to be paid on a monthly basis pursuant to an approved budget and subject to appropriation.

In accordance with the Federal Common Grant Rules, the Department performed a price/cost analysis of the proposed extension and concluded that the extension is in the best interest of the County as follows:

- All allowable costs would be approximately the same
- Costs of contracting out are reasonable and “direct”
- The cost of exercising the option is the same as the previous year (no increase)
- During initial procurement, this vendor was the only one to respond to the RFP
- The advisory Council function is allowable and better serves the WIB if it is not directed by the WIB
- This vendor has been involved with the coordination of the Youth Advisory Council and WWDAY since its inception and has unique perspective as well as the connections to schools and businesses that set it apart from any other agency that may have proposed to provide these services
- The WIB approved exercising the option to extend the agreement

The proposed agreement will serve a public purpose by providing local youth with various services to help them complete high school successfully and also prepares them to enter the workforce, college, advanced training and/or the military.

The goals and objectives of this agreement are to provide advice and career opportunities for local youth. 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 agreement are in the best interests of the County in terms of public safety, as the services to be provided hereunder will help local youth complete high school successfully and prepare them to enter the workforce, college, advanced training and/or military, thereby helping them avoid anti-social behavior and making them responsible, productive citizens.

The goals and objectives of the proposed agreement are in the best interest of the County in terms of fiscal responsibility, as the services to be provided hereunder are largely aimed at improving the employment opportunities of local youth, which will guide them toward economic independence and decreased need for public assistance.

The goals and objectives of the proposed agreement will be tracked and monitored through monthly progress reports submitted by the contractor in addition to regularly scheduled meetings with the contractor. The goals and objectives of the proposed agreement will be tracked and monitored by the staff of the Department.

Except as specifically amended hereby, all other terms and conditions of the original agreement as extended shall remain in full force and effect.

I respectfully recommend the adoption of the annexed Resolution

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/24/2014 - JOMARY VIEIRA, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (“the County”), acting by and through its Department of Social Services, is hereby authorized to exercise its second option under an agreement with the Business Council of Westchester, pursuant to which the Business Council will provide various services concerning local youth, including coordination, administration and recruiting (the “Agreement”) to extend the term thereof for one (1) additional year commencing September 1, 2014 and continuing through August 31, 2015; and be it further

RESOLVED, that in consideration for services to be rendered during the extended term, the County shall pay the Business Council an amount not-to-exceed \$70,000 to be paid monthly; pursuant to an approved program budget; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the original agreement as extended 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.

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/24/2014 JONATHAN M. HERRERA, SECRETARY

Account to be
Charged/Credited

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
275	22	401N	7340	T401	\$70,000

Budget Funding Year(s):2013 (Grant year)
(must match resolution)

Start Date: 09/01/2014

End Date: 08/31/2015

Funding Source

\$70.000
match resolution)

Tax Dollars:

State Aid:

Federal Aid: 100%

Other:

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