

43290

DATE: November 18, 2014

TO: The Honorable Board of Acquisition and Contract

FROM: George N. Longworth
Commissioner-Sheriff of Public Safety

SUBJECT: Authority to enter into an agreement with the Student Assistance Services Corporation ("SAS") pursuant to which SAS will coordinate the activities of the Westchester Coalition for Drug and Alcohol Free Youth (the "Coalition") to mentor the North Castle Community Coalition for a one year period September 30, 2014 through September 29, 2015 for an amount not to exceed \$63,087.00. North Castle Community Coalition will work within their community to create substance abuse prevention programs for the youth of their community.

Authority is respectfully requested from your Honorable Board for the County of Westchester (the "County"), acting by and through its Department of Public Safety Services, Office of Drug Abuse Prevention and STOP-DWI (the "Department"), to enter into an agreement with the Student Assistance Services Corporation ("SAS") pursuant to which SAS will coordinate the activities of the Westchester Coalition for Drug and Alcohol Free Youth (the "Coalition") to mentor the North Castle Community Coalition for a one year period, September 30, 2014 through September 29, 2015, for an amount not to exceed \$63,087.00 (the "Agreement"). North Castle Community Coalition will work within their community to create substance abuse prevention programs for the youth of their community.

Since 1985, SAS has provided substance abuse prevention and early intervention services, programming, and training in schools, residential facilities, and communities in Westchester County and neighboring areas. SAS has touched the lives of thousands, working with students, parents, teachers, human service professionals, community leaders, health care providers, business people and clergy.

The funds for this Agreement are pursuant to a grant from the Substance Abuse and Mental Health Services Administration ("SAMHSA"), a division of the U.S. Department of Health and Human Services (Grant No.

1H79SP020130-01) (the "Grant"). No County funds are being used for this Agreement.

On November 21, 2013, your Honorable Board approved a resolution authorizing the County, acting by and through the Department to enter into a grant agreement with SAMHSA in order to accept the aforesaid Grant in the aggregate amount of \$150,000 (\$75,000 per year for the two year period commencing September 30, 2013 through September 29, 2015) for the purpose of mentoring the North Castle Community Coalition to prevent and/or reduce substance abuse by the youth of their community in connection with the Westchester Coalition for Drug and Alcohol Free Youth-Mentor Project.

Further, on December 5, 2013, your Honorable Board authorized the County, acting by and through the Department to enter an agreement with SAS pursuant to which SAS would coordinate the activities of the Westchester Coalition for Drug and Alcohol Free Youth to mentor the North Castle Community Coalition for the period September 30, 2013 through September 29, 2014 for an amount not to exceed \$63,087. The agreement was subsequently executed and the Department has been very satisfied with the services performed by SAS during the term of the agreement. This request for authorization is for a new one year agreement with SAS in connection with the second year of the grant term commencing September 30, 2014 through September 29, 2015.

The proposed Agreement will serve **a public purpose** by strengthening the County's efforts to prevent and reduce youth substance abuse in the County and therefore improve their quality of life and further improve their chances of having a healthy and productive life in the future.

The **goals and objectives** of the Agreement shall be to provide leadership and mentoring to encourage the development of a self-supporting North Castle Community Coalition that will be successful in the prevention and/or reduction of youth substance abuse in their community, and therefore enabling the North Castle Community Coalition to apply for and receive grants on their own in the near future.

SAS is a multi-faceted not-for-profit agency partner as required by the terms of the aforementioned grant. The Department will **track and monitor** the performance of SAS under the Agreement and will utilize the Quarterly COMET reports required by SAMHSA to measure compliance with the terms of the Agreement and effectiveness for yearly renewal. The Department will also monitor detailed records of expenditures, in kind services and budget analysis as required by SAMHSA.

Further, the Department shall evaluate the performance of the Agreement and shall use such evaluation in deciding to award future agreements to SAS. SAS shall provide the County with monthly written reports of its progress in achieving the goals and objectives of the Agreement and may request additional documentation from SAS and which SAS shall be required to provide to the County. The County may also make site visits and/or accompany SAS to the location(s) where the work is being performed

to review SAS's records and to observe and monitor the performance under the Agreement.

The goals and objectives of the proposed Agreement are in the best interests of the County in terms of fiscal responsibility and public health and safety as the Agreement will be aimed at preventing and reducing substance abuse by the youth of the County and therefore addressing the issue of future welfare dependency due to substance abuse which can then reduce the costs associated with social services provided by the County.

This Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to section 3(a)xviii thereof. However, the Agreement is subject to the Federal Common Grant Rules. In this regard, the Department reached out to various potential agencies located in a reasonable proximity to the County and SAS was the only agency determined to be able to perform the services required in accordance with the grant requirements. Therefore, the Department determined that SAS is a "sole source" under the Federal Common Grant Rules and therefore the Department is in compliance with the Federal Common Grant Rules.

Accordingly, I most respectfully recommend your Honorable Board's approval of the attached resolution.

GNL/PMT/lac

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
COUNTY CLERK
WESTCHESTER COUNTY, NEW YORK
SECRETARY

RESOLUTION

Upon a communication from the Commissioner-Sheriff of Public Safety, be it hereby

RESOLVED, that the County of Westchester, acting by and through its Department of Public Safety on behalf of the Office of Drug Abuse Prevention and STOP-DWI, is authorized to enter into an agreement with the Student Assistance Services Corporation ("SAS"), pursuant to which SAS will coordinate the activities of the Westchester Coalition for Drug and Alcohol Free Youth to mentor the North Castle Community Coalition to create substance abuse prevention programs for the youth within their community for a one year period September 30, 2014 through September 29, 2015 in an amount not to exceed \$63,087.00; and be it further

RESOLVED, that the County Executive or his authorized designee is authorized and empowered to execute and deliver all instruments and take all action necessary and appropriate to effectuate the purposes hereof.

Account to be
Charged/Credited

| Year | Fund | Dept | Major Program, Program & Phase Or Unit | Object/ Sub-Object | Trust Account | Dollars |
|-----------|------|------|--|--------------------|---------------|-------------|
| 2014/2015 | 711 | 71 | 520P | 4380 | T520 | \$63,087.00 |
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Budget Funding Year(s) **2014-2015**

Start Date: **September 30, 2014**; End Date: **September 29, 2015**

(must match resolution)

Funding Source

Tax Dollars _____

State Aid _____

\$ 63,087.00

Federal Aid **\$63,087.00**

(must match resolution)

Other: