



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

43689

Date: December 4, 2014

To: Board of Acquisition and Contract

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

Re: Resolution authorizing the County of Westchester to enter into an agreement with Julia Dyckman Andrus Memorial, Inc. pursuant to which the Andrus Sanctuary Institute will provide training, consultation and technical assistance to leadership staff in the Westchester County Department of Social Services for the period June 1, 2014 through December 31, 2014 for an amount not to exceed \$39,930 to be paid pursuant to an approved budget and subject to appropriation.

Authority is requested for the County of Westchester, acting by and through its Department of Social Services (“the Department”), to enter into an agreement with Julia Dyckman Andrus Memorial, Inc. pursuant to which Andrus Sanctuary Institute will provide training, consultation and technical assistance to the Westchester County Department of Social Services’ leadership staff for the period June 1, 2014 through December 31, 2014 for an amount not to exceed \$39,930 to be paid pursuant to an approved budget and subject to appropriation.

In early 2001, Andrus became a proving ground for the Sanctuary Model – trauma-informed organizational and environment-based care intervention. The Andrus Sanctuary institute offers training and support to a Network of approximately 300 organizations around the world.

The Public Purpose of this program is to train and expose the leadership of Westchester County Department of Social Services (DSS) to the Sanctuary Model.

The **goals and objectives** of this contract are to provide training, consultation and technical assistance in trauma-informed care, with the goal of changing the experiences of vulnerable adults, children, families and communities. Eighty (80) senior staff will be trained.

The **goals and objectives will be tracked and monitored using the performance measurement indicators** developed by the department. The vendor will submit statistics and quarterly performance reports in the format approved by the Department. The Department will be responsible for setting the milestones and tracking the vendor's achievements by reviewing the performance reports submitted by the vendor and making onsite visits.

Performance Measurement Indicators to be tracked by the Department will include the following:

1. Training of 80 leaders in preparation for implementation of the Sanctuary Model.
2. Conduct training sessions.
3. Provide technical assistance to leadership staff.

Andrus holds the copyright/licensing to provide the Sanctuary model for organizational resiliency. Andrus is the only organization that is allowed to provide the actual training and technical assistance. The organizations that are trained in the model are not allowed to be a trainer of the model. Accordingly, this contract is exempt from the Westchester County Procurement Policy pursuant to Section 9, as the sole source provider. The sole source exemption also applies to the Federal Common Grant Rules as well.

Accordingly, the County of Westchester is hereby requesting authority to enter into an agreement with Julia Dyckman Andrus Memorial, Inc. for the aforesaid purpose.

An appropriate resolution is attached herewith for your Honorable Board's approval.

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services (The Department), is hereby authorized to enter into an agreement with Julia Dyckman Andrus Memorial, Inc. pursuant to which Andrus Sanctuary Institute will provide training, consultation and technical assistance to leadership staff of the Department of Social Services for the period June 1, 2014 through December 31, 2014 for an amount not to exceed \$39,930 to be paid pursuant to an approved budget; and be it further

RESOLVED, that based on the representations of the Commissioner of Social Services, this Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 9 (Sole Source) of said Policy as Julia Dyckman Andrus Memorial, Inc. /Andrus Sanctuary Institute is the sole provider of this service; and be it further

RESOLVED, that this Contract 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 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 either to 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 this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to take such action and execute such documents as may be necessary and proper to effectuate the purposes hereof.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	2600	4360	-----	\$39,930

Budget Funding Year(s): 2014 Start Date: 6/01/14 End Date: 12/31/14
(must match resolution)

Funding Source

Tax Dollars: 8%

State Aid: 16%

\$39,930
(must match resolution)

Federal Aid: 76%

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/15/2015 - SOMARY VEIRA SECRETARY