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Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

43865

Date: December 15, 2014

To: Board of Acquisition and Contract

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

Subject: Authority for the County of Westchester, acting by and through its Department of Social Services, Office of Workforce Investment, to:

- 1) amend an agreement with the City of Peekskill, acting by and through its Youth Bureau for the provision of various services for at-risk youth under the USDOL's *YouthBuild* Program, by i) expanding the scope of services to include twenty (20) additional youth; ii) increasing the amount not-to-exceed under the agreement by an additional \$103,579.50, from an amount not-to-exceed \$246,793 to an amount not-to-exceed \$350,372.50; and iii) referencing the *YouthBuild* final rules under the Code of Federal Regulations; and
- 2) amend an agreement with the Westchester Community Opportunity Program, Inc. for the provision of various services for at-risk youth under the USDOL's *YouthBuild* Program, by i) expanding the scope of services to include twenty (20) additional youth; ii) increasing the amount not-to-exceed under the agreement by an additional \$50,000, from an amount not-to-exceed \$433,365 to an amount not-to-exceed \$483,365; and iii) referencing the *YouthBuild* final rules under the Code of Federal Regulations.

By resolution approved on January 3, 2013, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services, Office

of Workforce Investment (the "Department"), on behalf of the Westchester-Putnam Local Workforce Investment Board ("WIB"), to, *inter alia*, enter into agreements with the City of Peekskill, acting by and through its Youth Bureau ("PYB") in an amount not-to-exceed \$246,793, and with the Westchester Community Opportunity Program, Inc. ("WestCOP") in an amount not-to-exceed \$433,365, to provide case management, vocational construction training and other related programs and services for at-risk youth between the ages of sixteen and twenty-four under the United States Department of Labor's ("USDOL") *YouthBuild* Program (the "Program"), for the program period September 1, 2012 through December 31, 2015, pursuant to approved budgets (the "Agreements"). The Agreements were subsequently executed.

The County has additional WIA Youth funding available and would like to use said funding to provide Program services for 40 additional youth, 20 to be handled through the PYB and 20 to be handled by WestCOP. This would require increasing the not-to-exceed amount under the agreement with the PYB by an additional \$103,579.50 and with WestCOP by an additional \$50,000. Accordingly, authority is requested to amend the Agreement with PYB to increase the amount not-to-exceed thereunder by an additional \$103,579.50, from an amount not-to-exceed \$246,793 to an amount not-to-exceed \$350,372.50, in order to provide Program services for 20 new youth. Authority is also requested to amend the Agreement with WestCOP to increase the amount not-to-exceed thereunder by an additional \$50,000, from an amount not-to-exceed \$433,365 to an amount not-to-exceed \$483,365, in order to provide Program services for 20 new youth.

It should be noted that the reason the PYB increase is so much more than the WestCOP increase is that this is a three (3) year program and the Department only recently discovered that the PYB's original budget submission was for the first two years only. As such, the proposed increase provides funding for the PYB to complete the third year of services as well as to continue the program with the 20 additional youth.

The agreements with PYB and WestCOP were previously procured in accordance with sections 6 and 13 of the County Procurement Policy. On November 21, 2012, the Department issued a Request for Proposals ("RFP"), to solicit proposals from vendors to provide various services under the requirements of Program. Despite advertising this procurement on the County website, the Department received only two (2) proposals in response to the RFP, one from PYB and one from WestCOP. The Department reviewed these proposals with reference to the evaluation criteria specified in the RFP. Both PYB and WestCOP's met the evaluation criteria for these services. Based upon their past performance in contracts with the County and their current proposals, the County awarded the contracts to each vendor.

In addition, on February 12, 2012, the USDOL issued its final rules under the Code of Federal Regulations (20 CFR Part 672) to implement the provisions of the *YouthBuild* Transfer Act which established the Program (the "Final Rules"). The USDOL now requires that all subcontracts for Program services reference the Final Rules. Accordingly, authority is hereby requested to amend the Agreements with PYB and WestCOP for the provision of Program services by referencing the Final Rules in each contract.

Except as specifically amended hereby, all remaining terms and conditions set forth in the Agreements shall remain in full force and effect.

The goals and objectives of the Program are to provide county at-risk youth with vocational construction training and academic and industry credential education services that will greatly enhance their chances of obtaining employment given the value placed by employers on employee candidate prior experience and education, further complimented by industry specialized knowledge.

The goals and objectives of the Program are in the County's best interest regarding fiscal responsibility, as said services will be funded by USDOL grant funds and not the County. In addition, Program participant youth receiving vocational construction training and education services as aforementioned will likely have a reduced need for taxpayer-funded public assistance.

The goals and objectives of the Program are also in the County's best interest regarding health and safety, as said Program shall provide at-risk County youth with job skills, academic and career services that improves their lives and reduces negative youth behavior within the County.

The goals and objectives of the Program will be tracked and monitored by the Department's staff.

Accordingly, I respectfully recommend the adoption of the annexed resolution.

KMM/AT/jpg

RESOLUTION

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

RESOLVED, that the County of Westchester (the “County”) acting by and through its Department of Social Services, Office of Workforce Investment (the “Department”), on behalf of the Westchester-Putnam Local Workforce Investment Board (“WIB”), is hereby authorized to amend an agreement with the City of Peekskill, acting by and through its Youth Bureau (“PYB”) for the provision of various services for at-risk youth under the USDOL’s *YouthBuild* Program for the program period September 1, 2012 through December 31, 2015 (the “Agreement”), by i) expanding the scope of services to include twenty (20) additional youth; ii) increasing the amount not-to-exceed under the Agreement by an additional \$103,579.50, from an amount not-to-exceed \$246,793 to an amount not-to-exceed \$350,372.50; and iii) referencing the *YouthBuild* final rules in the Agreement; and be it further

RESOLVED, that the County, acting by and through the Department, on behalf of the WIB, is hereby authorized to amend an agreement with the Westchester Community Opportunity Program, Inc. (“WestCOP”) for the provision of various services for at-risk youth under the USDOL’s *YouthBuild* Program for the program period September 1, 2012 through December 31, 2015 (the “Agreement”), by i) expanding the scope of services to include twenty (20) additional youth; ii) increasing the amount not-to-exceed under the Agreement by an additional \$50,000, from an amount not-to-exceed \$433,365 to an amount not-to-exceed \$483,365; and iii) referencing the *YouthBuild* final rules in the Agreement; and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions set forth in the Agreements with PYB and WestCOP shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is empowered to execute any and all documents necessary to implement this Resolution.

<u>WestCOP:</u>		<u>Peekskill Youth Bureau</u>
Original Contract Amount:	\$433,365	\$246,793.00
This Amendment:	<u>\$ 50,000</u>	<u>\$103,579.50</u>
Total	\$ 483,365	\$350,372.50

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
275	22	402P	7338	T402	\$153,579.50

Budget Funding Year(s): 2014
(must match resolution)

Start Date: N/A

End Date: N/A

Funding Source

Tax Dollars:

State Aid:

Federal Aid: 100%

\$153,579.50
(must match resolution)

Other:

APPROVED BOARD OF ACQUISITION & CONTRACTS 05/2015 - JOMARY VIEIRA, SECRETARY