



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

47407

DATE: June 19, 2015

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to enter into an agreement with The Westchester County Association, Inc., pursuant to which it will provide project management services and related services for a project funded by the United States Department of Labor under an H1-B Ready to Work Partnership Grant, for an amount not-to-exceed \$2,025,670.00, for the period July 1, 2015 through October 31, 2018.

Authority is requested for the County of Westchester (the "County") to enter into an agreement with The Westchester County Association, Inc. (the "WCA"), pursuant to which the WCA will provide project management services and related services for a project funded by the United States Department of Labor ("USDOL") under an H1-B Ready to Work Partnership Grant (the "Grant"), for an amount not-to-exceed \$2,025,670.00, for the period July 1, 2015 through October 31, 2018 (the "Agreement").

The proposed Agreement will be funded with a portion of the funds granted to the County by the USDOL, under the above-mentioned Grant, for such work. By a separate resolution approved on January 15, 2015, your Honorable Board authorized the County to enter into a grant agreement with USDOL to accept the granted funds.

On February 27, 2015, the County, acting by and through its Department of Social Services (the "Department"), on behalf of the Westchester-Putnam Local Workforce Investment Board, issued a request for proposals that solicited proposals from vendors to provide the aforementioned services (the "RFP"). In response to the RFP, the Department received two (2) proposals. The Department had several individuals review these proposals and evaluate them based upon the evaluation criteria specified in the RFP. After this scoring, one of the two proposers withdrew its proposal. As the only remaining proposal, the WCA's proposal received the highest score and was, accordingly, ranked first.

The Department subsequently engaged in negotiations with the WCA regarding its price proposal, which will be an essential term and condition of the Agreement, and the WCA agreed to modify it. The Department conducted a cost analysis of the negotiated price proposal from the WCA and found that it is reasonable. Based on the Department's review of the proposal from the WCA, the Department is satisfied that the WCA is a responsible vendor for these services.

The proposed Agreement will serve a public purpose by providing the County with the project management and related services it needs for the work funded by the Grant.

The goal and objective of the proposed Agreement is to provide the County with the project management and related services it needs for the work funded by the Grant.

The goal and objective of the proposed Agreement is in the best interests of the County in terms of fiscal responsibility, as the County will receive the project management and related services it needs and they will be paid for with non-County funds.

The goal and objective of the proposed Agreement will be tracked and monitored by the staff of the Department.

I respectfully recommend the adoption of the attached Resolution.

KMM/DB/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACTS 08/12/2015 - SPAN COUNTY SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement with The Westchester County Association, Inc. (the "WCA"), pursuant to which the WCA will provide project management services and related services for a project funded by the United States Department of Labor under an H1-B Ready to Work Partnership Grant, for an amount not to exceed \$2,025,670.00, for the period from July 1, 2015 through October 31, 2018 (the "Agreement"); and be it further

RESOLVED, that this Agreement 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 period of 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 to either 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 execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
275	22	559P	7350	T559	\$2,025,670

Budget Funding Year(s): 2014 (Grant Year) Start Date: 07/01/15 End Date: 10/31/18
(must match resolution)

Funding Source
\$2,025,670
(must match resolution)

Tax Dollars:
State Aid:
Federal Aid: 100%
Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/12/2015 - JOAN COCCARDI, SECRETARY