

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

## 51614

Date:

To: Board of Acquisition and Contract

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

Subject: Authority for the County to amend an agreement with the Yonkers Chamber of Commerce for the provision of Employment Related Program Services for DSS Temporary Assistance Customers for the term April 1, 2013 through March 31, 2016 by extending the term of the contract for one month, to expire on April 30, 2016 at no additional cost to the County

---

Pursuant to a Request for Proposal (the "RFP") issued by the Westchester County Department of Social Services ("Department") on February 4, 2013 and through a resolution adopted on March 28, 2013 (the "March 28<sup>th</sup> Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through the Department of Social Services, to enter into agreements with Westhab, Inc. in the amount of \$ **4,857,858**, the Urban League of Westchester County, Inc. in the amount of \$ **4,779,726** and the Yonkers Chamber of Commerce in the amount of \$ **4,990,326** (collectively the "Providers") to provide employment related program services for Temporary Assistance recipients including development of an individual employment plan, assessments, job readiness services, short-term vocational, job skills and educational training, referral to supportive services, job search and job placement services, retention services as well as case management for the term April 1, 2013 through March 31, 2016 in the total aggregate amount not to exceed \$ **14,537,910** to be paid pursuant to approved budgets and subject to appropriations (the "Agreements"). The Agreements were subsequently executed.

By a resolution approved on March 27, 2014, your Honorable Board authorized the County to amend each of the Agreements in order to revise the liquidated damages provision to reflect that the liquidated damages amount will be a percentage of the total budget, rather than a percentage of the quarterly budget (The "First Amendments"). The First Amendments were subsequently executed.

By a resolution approved on May 22, 2014, your Honorable Board authorized the County to enter into three (3) Memorandums of Understanding ("MOUs") with the State of New York Office of Temporary and Disability Assistance ("OTDA"), pursuant to which the County, through its Department of Social Services ("DSS"), will ensure that the County's three employment related program services providers, Westhab, Inc., the Urban League of Westchester County, Inc. and the

Yonkers Chamber of Commerce (the "Providers") will comply with the confidentiality requirements set forth in OTDA's contract with TALX Corp. in connection with the Providers' access to and use of employment verification data through the Work Number system in carrying out their obligations to the County under their employment related program services agreements with the County, for a term commencing upon execution and continuing through March 31, 2016. Each of the Agreements with the Providers were amended to add certain new provisions requiring the Providers to comply with the confidentiality requirements set forth in the TALX Agreement as well as all Federal, State and other confidentiality requirements applicable to any data provided or accessed through the Work Number system. The Amendments was subsequently executed.

By a resolution approved on September 11, 2014, your Honorable Board authorized the County to amend agreements with the Yonkers Chamber of Commerce, and Westhab, Inc. for the provision of employment related program services for the period from April 1, 2013 through March 31, 2016 (the "Agreements"), to increase the not to exceed amounts of the contract with Westhab by \$51,238 from an amount not to exceed \$4,753,500 to a new total amount not to exceed \$4,804,738 and to increase the not to exceed amount of the contract with the Yonkers Chamber of Commerce by \$172,914 from an amount not to exceed \$4,826,826 to a new total amount not to exceed \$4,999,740.

Your Honorable Board also authorized the County to modify the scope of services of the above referenced contracts whereby Westhab and YCC will handle TOP (Transitional Opportunity Program) cases in designated catchment areas that will require reallocation/decentralization and expanded services due to higher workload which in turn results in increased operating cost for the program.

Authority is now requested for the County of Westchester to further amend the agreement with the Yonkers Chamber of Commerce for the provision of Employment Related Program Services for DSS Temporary Assistance Customers for the period from April 1, 2013 through March 31, 2016 by extending the term of the contract for one month, to expire on April 30, 2016. This extension is being requested to give the vendor time to provide for a transition to new vendors and staff. Please be noted that there is no additional cost to the County for this extension.

The Agreements will serve the **public purpose** of helping Temporary Assistance recipients gain employment and ultimately achieve self-sufficiency. The Agreements will also assist the Department in placing customers in unsubsidized employment which will eliminate their need for assistance, thereby saving County funds. **The performance measurement indicator** reports and statistics submitted monthly by the vendors will be tracked and monitored by the program office.

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

Accordingly, your Honorable Board's approval of the attached resolution is most respectfully requested.

## 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, is hereby authorized to further amend an agreement with the Yonkers Chamber of Commerce for the provision of Employment Related Program Services for DSS Temporary Assistance Customers for the period from April 1, 2013 through March 31, 2016 by extending the term of the contract for one month, to expire on April 30, 2016 to give the vendor time to provide for a transition to new vendors and staff at no additional cost to the County; and be it further

**RESOLVED**, that except as specifically amended hereby, all remaining terms and conditions set forth under the Agreements with the Providers as amended shall remain unchanged; and be it further

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

Account to be Charged/credited	Fund	Agency	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars
	N/A	N/A	N/A	N/A	N/A	N/A

Budget Funding Year(s): N/A      **Start Date: N/A**      **End Date: 04/30/16**  
 (must match resolution)

Funding Source:                      Tax Dollars:                      N/A  
    State Aid:                              N/A  
**\$0.00**                                      Federal Aid:                              N/A  
 (must match resolution)              Other:                                      N/A