

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**52028**

**DATE:** May 13, 2016

**TO:** Board of Acquisition and Contract

**FROM:** Kevin McGuire, Commissioner  
Department of Social Services

**SUBJECT:** Authority for the County of Westchester to amend an agreement with Westhab, Inc. (“Westhab”) for the provision of a Re-Entry Employment Program for individuals who have had and/or are involved with the criminal justice system for a term commencing on February 1, 2015 and continuing through January 31, 2016 for an amount not-to-exceed \$175,000 by extending the term of the agreement for an additional five months commencing on February 1, 2016 and continuing through June 30, 2016 at no additional cost to the County

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By resolution approved on June 18, 2015 (the “June 18<sup>th</sup> Resolution”), 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 Development Board (the “WDB”), to enter into an agreement with Westhab, Inc. pursuant to which Westhab would provide a Re-entry Employment Program for individuals who have had and/or are involved with the criminal justice system and residing in Westchester County, for a term commencing on February 1, 2015 and continuing through January 31, 2016 for an amount not-to-exceed \$175,000 to be paid pursuant to an approved budget (the “Agreement”), with the County reserving an option to renew the Agreement for up to two (2) additional one (1) year periods. The Agreement was subsequently executed.

Rather than exercising the first of its two options under the Agreement as authorized by the June 18<sup>th</sup> Resolution, the Department now seeks a no-cost extension for the aforesaid agreement for an additional five (5) months starting from February 1, 2016 through June 30, 2016. The reason for choosing to go for a no-cost extension is that

there is money still left in the contract and the contractor needs time to meet its targets set for the first year of operation. The program started later than anticipated.

The Agreement will serve a public purpose by assisting individuals with a tie to the criminal justice system to re-enter the workforce.

The goals and objectives of the Agreement are to enable individuals with ties to the criminal justice system obtain employment and start their path toward self-sufficiency.

The goals and objectives of the Agreement are in the best interests of the County in terms of fiscal responsibility because this program will assist participants in becoming self-sufficient.

The goals and objectives of the Agreement will be tracked and monitored by the WDB and One Stop staff.

Except as specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect.

Accordingly, I respectfully recommend adoption of the Resolution attached herewith.

KMM/AT

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/09/2016 - LISI, PIJAJ, SECRETARY

**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 Workforce Development Board (the "WDB"), is hereby authorized to amend an agreement with Westhab, Inc. for the provision of a Re-Entry Employment Program for individuals who have had and/or are involved with the criminal justice system for a term commencing on February 1, 2015 and continuing through January 31, 2016 for an amount not-to-exceed \$175,000 (the "Agreement"), by extending the term thereof for an additional five (5) months commencing on February 1, 2016 and continuing through June 30, 2016 at no additional cost to the County; and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect; and be it further

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

Account to be Charged/Credited

Fund	Dept	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  
(Must match resolution)

Start Date: N/A

End Date: 06/30/16

Funding Source

Tax Dollars: N/A

State Aid: N/A

\$N/A

Federal Aid: N/A

(must match resolution)

Other: N/A