

Memorandum
Department of Human Resources

#53289

To: The Honorable Board of Acquisition and Contract

From: Mary Mahon
Commissioner of Human Resources

Date: November 10, 2016

Re: **Resolution authorizing the County of Westchester (the “County”) to amend an agreement with New York State Industries for the Disabled (“NYSID”) for Temporary Personnel Services for various County Departments by increasing the not-to-exceed amount by an additional \$250,000.00, with all other terms and conditions remaining unchanged.**

On November 21, 2013, your Honorable Board authorized the County to enter into an agreement with New York State Industries for the Disabled (“NYSID”) for Temporary Personnel Services for County Departments at various locations for a two (2) year term commencing on January 1, 2014 and terminating on December 31, 2015, in an amount not to exceed \$150,000 and to approve GoodTemps, a division of Goodwill Industries of Greater NY & Northern NJ, Inc., as a subcontractor (the “Agreement”). The Agreement was subsequently executed.

On February 18, 2016, your Honorable Board authorized the County to amend the Agreement with NYSID in order 1) to extend the term of the Agreement for one (1) additional year commencing on January 1, 2016 and continuing through December 31, 2016; and 2) to increase the not-to-exceed amount of the Agreement by an additional \$500,000 to a new not to exceed amount of \$650,000. This First Amendment was subsequently executed.

Authority is now requested to again amend the aforesaid Agreement in order to increase the not to exceed amount by \$250,000 from an amount not to exceed \$650,000 to a new total not to exceed amount of \$900,000. The Department of Social Services (“DSS”) has advised that this additional funding is required to cover the additional expenses related to one-time projects including scanning of large quantities of paper files, which will ultimately reduce DSS’ office footprint and lead to savings. DSS has further advised that a portion of these expenditures are attributed to a grant from Department of

Labor for the One Stop Employment activities. In addition, DSS has advised that it can claim a certain percentage (generally 50-70%) of reimbursement from state/federal sources for the remainder of these expenses.

The public purpose of this amendment is to provide funding for expenses associated with the scanning of large quantities of paper files, which will ultimately reduce DSS's office footprint and lead to realty savings. The goal and objective of this amendment is to provide funding for expenses associated with the scanning of large quantities of paper files, which will ultimately reduce DSS's office footprint and lead to realty savings. The goal and objective of the amendment is in the best interest of the County in terms of fiscal responsibility because a portion of the expenditures are funded through a grant from Department of Labor for the One Stop Employment activities. Further DSS can claim a certain percentage (generally 50-70%) of reimbursement from state/federal sources for the remainder of these expenses. The provision of temporary employee services is tracked and monitored by each County Department requiring temporary employees.

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

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
1/17/2010
DSS (P) (S) SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Human Resources, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend the agreement with New York State Industries for the Disabled ("NYSID") for Temporary Personnel Services for County Departments at various locations, in order to increase the not to exceed amount by \$250,000 from an amount not to exceed \$650,000 to a new total not to exceed amount of \$900,000; and be it further

RESOLVED, that all other terms and conditions of the Agreement shall remain unchanged; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase or Unit	Object/ Sub Object	Trust Account	Dollars	ADDITIONAL AMOUNT
2016	101	39	1000	4446		\$10,000	
2016	101	37	0010	4446		\$10,142	
2016	101	22	1000	4446		\$350,000	\$250,000
2016	101	12	6010	4446		\$58,458	
2016	101	27	0010	4446		\$10,400	
2016	101	27	2700	4446		\$25,000	
2016	101	27	369Q	4446	T369	\$28,500	
2016	101	27	080Q	4446	T080	\$5,000	
2016	101	27	517Q	4446	T517	\$2,500	

Budget Funding Year(s) 2016 Start Date 01/01/2016 End Date 12/31/2016
(must match resolution)

Funding Source: Tax Dollars 100% County Contractor Federal I.D. No. _____

State Aid _____

Federal Aid _____

\$250,000

Other _____

Vendor No.: _____

Encumbrance No.: _____