

**61621**

**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** Robin Schlaff  
Director, Office for Women

**DATE:** February 20, 2018

**SUBJECT:** Authority to enter into an agreement with The Child Care Council of Westchester, Inc. to provide various child care services for an amount not-to-exceed \$201,571 for the period January 1, 2018 to December 31, 2018

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The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester, acting by and through its Office for Women, (the "County") to enter into an agreement (the "Agreement") with The Child Care Council of Westchester, Inc. (the "Council"), to provide various child care services, for the period January 1, 2018 to December 31, 2018, for an amount not-to-exceed Two Hundred One Thousand Five Hundred Seventy-One Dollars (\$201,571), to be paid quarterly pursuant to an approved budget.

In April 2000, your Honorable Board authorized the County to enter into a similar agreement to begin this work. Your Honorable Board has continued it yearly since. The proposed Agreement continues the essential tasks of upgrading standards in this vital area. The Council surpassed its goals for previous contracts, and has firmly proven its ability to continue this much needed work.

The proposed Agreement will serve a public purpose by helping to alleviate the shortage of infant and toddler child care in Westchester County and to improve the quality of that care.

The goals and objectives of the proposed Agreement are for the Council to provide training, technical assistance; consultations and conferences to child care centers to ensure quality environments and appropriate programming. During the proposed contract term, the Council anticipates providing:

- technical assistance to 50 infant/toddler staff or directors;
- intensive technical assistance to 20 infant/toddler center-based classrooms and/or home-based programs using an Environment Rating Scale;
- a 120-hour Infant/Toddler Child Development Associate ("CDA") course;
- post-CDA training support to graduates of the course;

- two half-day Infant Toddler and/or 0-5 Conferences, each for 150 early childhood teachers and family child care providers; and
- quality improvement assistance and resources for teachers.

During the previous contract year, the Council provided technical assistance to 61 infant/toddler staff/directors; intensive technical assistance to 23 infant/toddler center-based classrooms and/or home-based programs; and held two Infant/Toddler Conferences for 174 early childhood teachers and family child care providers.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Office for Women.

The procurement of the proposed Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) (xviii), which exempts contracts for the “advancement of the moral, physical, mental and social well-being of the youth of Westchester County.”

Attached for your consideration is a proposed Resolution.

# RESOLUTION

Upon a communication from the Director of the Office for Women, be it hereby

**RESOLVED**, that the County of Westchester, acting by and through its Office for Women, is hereby authorized to enter into an agreement (the "Agreement") with The Child Care Council of Westchester, Inc. (the "Council"), for the period January 1, 2018 to December 31, 2018, to provide training, technical assistance, consultations and conferences to child care centers to ensure quality environments and appropriate programming; and be it further

**RESOLVED**, that in consideration for services to be rendered, the Council shall be paid an amount not-to-exceed Two Hundred One Thousand Five Hundred Seventy-One Dollars (\$201,571), to be paid quarterly pursuant to an approved budget; 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 be and hereby is authorized and empowered to execute any and all documents and take any actions necessary to effectuate the purposes hereof.

Account to be charged/credited:

FUND	DEPT	Major Program, Program & Phase, Or Unit	Object/ Sub-Object	Trust Account	Dollars	Funding Year
101	11	0900	4380	N/A	\$201,571	2018

**Budget Funding Year(s)** 2018  
(must match resolution)

**Start Date:** 1/1/2018      **End Date:** 12/31/2018

\$201,571  
(must match resolution)

**Funding Source:** Tax Dollars \$201,571  
State Aid \_\_\_\_\_  
Federal Aid \_\_\_\_\_  
Other \_\_\_\_\_