

George M. Latimer  
County Executive

Department of Social Services  
Kevin M. McGuire  
Commissioner

74768

DATE: January 23, 2020

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire  
Commissioner

SUBJECT: Authority for the County of Westchester to exercise the first of its three options under an agreement with the Urban League of Westchester County, Inc. (the "Urban League"), pursuant to which the Urban League agreed to provide Job Development Services to adult recipients of Temporary Assistance, by extending the term of the contract for one (1) additional year from April 1, 2020 through March 31, 2021, for a total aggregate amount not to exceed \$1,799,750, payable pursuant to an approved budget and subject to certain performance-based milestones.

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Pursuant to an RFP issued by the Department on May 7, 2019 and a Resolution approved by your Honorable Board on June 20, 2019 (the "June 20<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 Work Activities (the "Department") to enter into an agreement with the Urban League pursuant to which the Urban League would provide Job Development Services to adult recipients (age 19 and over) of Temporary Assistance ("TA"), for the period from July 1, 2019 through March 31, 2020 for a total amount not to exceed \$1,424,946, comprised of an amount not-to-exceed \$1,125,196 payable monthly in accordance with an approved budget and an amount not-to-exceed \$299,750, payable at approved rates upon the Urban League achieving certain job placement, retention, and average earnings milestones (the "Agreement"). The June 20<sup>th</sup> Resolution further provided that the County, at its sole option, could renew the Agreement for up to three (3) additional one (1) year periods (each an "Option Year") for an amount not-to-exceed \$1,799,750 for each Option Year, payable pursuant to an approved budget and the Urban League achieving certain performance-based milestones.

The County now seeks authority to exercise the first of its three options to renew the Agreement with the Urban League for the period from April 1, 2020 through March 31, 2021. Accordingly, authority is respectfully requested for the County to exercise the

first of its three options to renew the Agreement with the Urban League for the provision of Job Development Services to adult recipients of Temporary Assistance, by extending the term of thereof for one (1) year commencing on April 1, 2020 and continuing through March 31, 2021. In consideration for services to be rendered during the renewal term, the County shall pay the Urban League a total aggregate amount not to exceed \$1,799,750, comprised of an amount not-to-exceed \$1,500,000, payable monthly in accordance with an approved budget, and an amount not-to-exceed \$299,750, payable at approved rates upon the Urban League achieving certain job placement, retention, and average earnings milestones.

It should be noted that the County, acting by and through the Department, and in accordance with the applicable Federal regulations, performed a cost analysis of the costs for the County's first renewal option under the Agreement. After analyzing current marketplace costs for such services, the Department concluded that the costs of the option are reasonable and it is therefore economically prudent to exercise the option under the Agreement in order to obtain these services for the period from April 1, 2020 through March 31, 2021.

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

**The Agreement will serve a public purpose** by helping Temporary Assistance recipients gain employment and ultimately achieve self-sufficiency. The proposed agreement will also assist the Department in placing customers in unsubsidized employment which will eliminate their need for assistance, thereby saving County funds.

**The goals and objectives of this program** are to improve the job placement rate and long term labor market prospects of adult TA recipients by providing customers with intensive job readiness, work experience, and job placement/retention services. The ultimate goal is for the customer to achieve self-sufficiency and freedom from welfare dependency.

**The goals and objectives are in the best interest of the County in terms of fiscal responsibility** in that the cultivation of these goals and objectives will result in an effective planning approach for adult TA recipients with the potential to achieve self sufficiency through a work activity appropriate to their specific circumstance and needs.

**The goals and objectives will be tracked and monitored** using the performance measurement indicators developed by the Department. The consultant is required to submit to the Department statistical reports on all activities related to the program..

Accordingly, I most respectfully recommend the adoption of the annexed Resolution.

KMM/KK/PE/jpg  
Attachment

**RESOLUTION**

Upon a communication from the Commissioner 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 Work Activities, is hereby authorized to exercise the first of its three options to renew an agreement (the “Agreement”) with the Urban League of Westchester County, Inc. (the “Urban League”), pursuant to which the Urban League agreed to provide Job Development Services to adult recipients of Temporary Assistance, by extending the term thereof for one (1) additional year from April 1, 2020 through March 31, 2021 for a total aggregate amount not to exceed \$1,799,750, comprised of an amount not-to-exceed \$1,500,000 payable monthly in accordance with an approved budget, and an amount not-to-exceed \$299,750, payable at approved rates upon the Urban League achieving certain job placement, retention, and average earnings milestones; and be it further

**RESOLVED**, that except as specifically amended hereby, all remaining terms and conditions of the Agreement with the Urban League, shall remain in full force and effect upon the parties; 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
	263	22	708V	4380	T708	\$431,940
2020	101	22	8900	5860	----- -	\$1,025,858
2021	101	22	8900	5860	-----	\$341,952

Budget Funding Year(s): 2020-21    Start Date: 04/01/2020    End Date: 03/31/2021  
(must match resolution)

		<u>5860</u>	<u>T708</u>
Funding Source	Tax Dollars:	71%	
	State Aid:	29%	
	Federal Aid:	0%	100%
	Other:		

**\$1,799,750**  
must match resolution)