

George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

**83509**

DATE: March 10, 2021

TO: Board of Acquisition and Contract

FROM: Leonard G. Townes  
Commissioner

SUBJECT: Authority for the County of Westchester (“County”) to exercise the second of its three options to renew an agreement with the Urban League of Westchester County, Inc. (the “Urban League”) for the provision of Employment Related Program Services to adult recipients of Temporary Assistance who are exempt from participation in public assistance work activities, by extending the term of the contract for one (1) additional year from April 1, 2021 through March 31, 2022 for a total aggregate amount not to exceed \$1,000,175, payable monthly pursuant to an approved budget and subject to appropriation.

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Pursuant to an RFP issued by the County Department of Social Services on May 23, 2019 and a Resolution approved by your Honorable Board on June 27, 2019 (the “June 27<sup>th</sup> Resolution”), your Honorable Board authorized the County of Westchester, acting by and through its Department of Social Services, Office of Employment Operations (the “Department”), to enter into an agreement with the Urban League, pursuant to which the Urban League would provide Employment Related Program Services to all adult recipients (age 19 and over) of Temporary Assistance (“TA”) who are exempt from participation in public assistance work activities pursuant to NYS Temporary Assistance and Supplemental Nutrition Assistance Program Employment Manual section 385.2., for the period from July 1, 2019 through March 31, 2020 for a total amount not to exceed \$750,131.25, payable monthly in accordance with an approved budget and subject to appropriation (the “Agreement”). The June 27<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 \$1,000,175 for each Option Year, payable monthly in accordance with an approved budget and subject to the further approval of your Honorable Board. The Agreement was subsequently executed.

Thereafter, by resolution approved on March 26, 2020, your Honorable Board authorized the County, acting by and through the Department, to exercise the first of its three options to extend the Agreement with the Urban League for the term commencing on April 1, 2020 and expiring on March 31, 2021 in the not to exceed amount of \$1,000,175, payable pursuant to an approved budget (the "First Amendment"). The First Amendment was subsequently executed.

The County now seeks authority to exercise the second of its three renewal options to renew the Agreement with the Urban League for the period from April 1, 2021 through March 31, 2022. Accordingly, authority is respectfully requested for the County to exercise the second of its three options to renew the Agreement with the Urban League for the provision of Employment Related Program Services to adult recipients of Temporary Assistance who are exempt from participation in public assistance work activities, by extending the term of the contract for one (1) additional year commencing on April 1, 2021 and continuing through March 31, 2022 for a total amount not to exceed \$1,000,175, payable monthly in accordance with an approved budget.

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 second 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 County's second option under the Agreement in order to obtain these services for the period from April 1, 2021 through March 31, 2022.

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** through the evaluation and ultimate improvement of the County's existing work participation programs for the Temporary Assistance (TA) "Exempt Population".

**The goals and objectives of this program** will be to analyze and evaluate Department's existing work participation programs for the TA "Exempt Population" and recommend improvements that will result in increased work participation rates and increased self-sufficiency of Westchester County Department of Social Services ("WCDSS") TA households as well as better outcomes for households within that population that are exempt from work requirements.

**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 a planning approach for "exempt" individuals with the potential to be restored to self-sufficiency through treatment/rehabilitation and non-traditional work activity or alternative 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.

LTG/AT/BP/jpg  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/08/2021 - LISA MARIJA SECRETARY

**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 Employment Operations, is hereby authorized to exercise the second of its three options to renew an agreement with the Urban League of Westchester County, Inc. (the “Urban League”) for the provision of Employment Related Program Services to adult recipients of Temporary Assistance who are exempt from participation in public assistance work activities (the “Agreement”), by extending the term of the Agreement for one (1) additional year from April 1, 2021 through March 31, 2022 for a total aggregate amount not to exceed \$1,000,175, payable monthly in accordance with an approved budget; and be it further

**RESOLVED**, that except as specifically amended hereby, all remaining terms and conditions of the Agreement, 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	708W	4380	T708	400,070
2021	101	22	8900	5860	-----	450,079
2022	101	22	8900	5860	-----	150,026
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Budget Funding Year(s):2021-22    Start Date:04/01/2021    End Date:03/31/2022  
(must match resolution)

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

**\$1,000,175**  
(must match resolution)