

George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

**84942**

To: Board of Acquisition and Contract

From: Leonard G. Townes  
Commissioner of Social Services

Date: May 5, 2021

Re: **Authority for the County to enter into an agreement with Abbott House, to provide marketing, recruitment, training and certification of foster/ adoptive resource parents in an amount not to exceed \$1,027,773 for the term May 1, 2021 through April 30, 2023 with the County having the sole option to extend the term of the agreement for up to three one-year periods thereafter, at the rate of \$529,924 in the first year, \$540,973 in the second year and \$552,299 in the third year, upon the same terms and conditions, to be paid pursuant to an approved budget.**

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On January 22, 2021 the Westchester County Department of Social Services (“Department”) issued a Request for Proposals for “Marketing & Recruitment and Training & Certification of Foster/Adoptive Resource Parents” (the “RFP”). The Department received three proposals, and after evaluation by a panel of six Child Welfare staff, the Department has determined that the proposal of Abbott House (“Abbott House”) received the highest score based on the criteria contained in the RFP and was determined to be the most advantageous to the Department. It is therefore recommended that your Honorable Board authorize the County of Westchester to enter into an agreement with Abbott House to provide marketing, recruitment, training and certification of foster and adoptive resource parents in an amount not to exceed \$1,027,773 payable pursuant to an approved budget and subject to appropriation for the term May 1, 2021 through April 30, 2023 (the “Agreement”) with the County having the sole option to extend the term of the agreement for up to three (3) one (1) year periods thereafter, upon 45 days prior written notice, at the rate of \$529,924 in the first year, \$540,973 in the second year and \$552,299 in the third year, upon the same terms and conditions.

As of August 31, 2020, Westchester County had 448 children in foster care placement, of which 229 were in DSS community-based foster homes. When reunification with families is not possible for these children in foster care, either for safety or other reasons, the Department is charged with placing them in appropriate foster care or adoptive settings. The proposed Agreement has a goal of generating a sufficient number of potential foster and adoptive parents to achieve a timely and appropriate placement for all waiting children. The pool of parents must reflect the racial and ethnic diversity of the children waiting for placements. The Agreement will use innovative marketing and recruitment strategies combined with traditional and targeted home-finding techniques to maximize a diversified pool of foster and adoptive homes in Westchester County and will be responsible for operating a Call Center, to initially pre-screen and respond to inquiries from prospective foster and adoptive parents. The Agreement will provide 26 orientation sessions for prospective foster and adoptive parents annually, training of potential foster and adoptive parents and ultimately their certification as new foster and adoptive families.

Performance measures for the proposed Agreement will be monitored by the Department.

The proposed Agreement will serve the public purpose of providing appropriate foster and/or adoptive placements for children placed in the Care of the County by the Family Court. Recruiting and providing ethnically appropriate foster or adoptive parental placement has the goal of reduced recidivism.

A resolution is annexed hereto, which I recommend for your favorable consideration.

KMM/DI

Attachment

**RESOLUTION**

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an agreement with Abbott House to provide marketing, recruitment, training and certification of foster and adoptive resource parents for an amount not to exceed \$1,027,773, payable pursuant to an approved budget for the term May 1, 2021 through April 30, 2023 (the “Agreement”) with the County having the sole option to extend the term of the agreement upon 45 days prior written notice, for up to three (3) one (1) year periods thereafter at the rate of \$529,924 in the first year, \$540,973 in the second year and \$552,299 in the third year, upon the same terms and conditions; and be it further

**RESOLVED**, that the contract 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 (“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 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 impact of any such budget(s) 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 Contractors then the Contractors shall have the right to terminate the agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive or his authorized designee is empowered to execute any and all documents 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
2021	101	22	8900	5880		\$342,591
2022	101	22	8900	5880		\$513,887
2023	101	22	8900	5880		\$171,295

Budget Funding Year(s): 2021 – 2023      Start Date: 5/1/2021      End Date: 4/30/2023  
(must match resolution)

Funding Source	Tax Dollars:	42%
	State Aid:	34%
<u>\$1,027,773.00</u>	Federal Aid:	24%
(must match resolution)	Other:	N/A