

George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

## 86103

DATE: June 30, 2021

TO: Board of Acquisition and Contract

FROM: Leonard G. Townes  
Commissioner

SUBJECT: Authority to exercise the first of two options under an agreement with the Yonkers Chamber of Commerce (the "YCC") pursuant to which the YCC agreed to provide a Certified Training and Job Placement Program for Non Temporary Assistance SNAP recipients who are deemed to be able bodied adults without dependents ("ABAWDs"), in order to retroactively extend the term of the agreement for the period from October 1, 2020 through September 30, 2021 for an amount not to exceed \$600,000.00, payable monthly pursuant to an approved budget.

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By resolution approved on July 2, 2020 (the "July 2<sup>nd</sup> Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services, Office of Employment Operations (the "Department"), to enter into an agreement with the YCC (the "Agreement") pursuant to which the YCC would provide a Certified Training and Job Placement Program for Non Temporary Assistance SNAP recipients who are deemed to be ABAWDs (the "Program"), for an initial term commencing on July 1, 2020 and continuing through September 30, 2020 (the "Initial Term"). The July 2<sup>nd</sup> Resolution further provided that in consideration for services to be rendered during the Initial Term, the County would pay YCC an amount not to exceed \$300,000.00, representing a 50% reimbursable match for the \$600,000.00 total amount budgeted for the Initial Term, payable monthly in accordance with an approved budget. The July 2<sup>nd</sup> Resolution further provided that the County, at its sole option, and subject to the availability of funding, could renew the Agreement for up to two (2) additional one (1) year terms (each an "Option Year"), for a fee not-to-exceed of \$600,000.00 per Option Year, representing a 50% reimbursable match for the \$1,200,000.00 total amount budgeted for each Option Year, payable monthly in accordance with an approved budget. The Agreement was subsequently executed.

The County now desires to exercise the first of its two (2) renewal options under the Agreement and thereby retroactively extend the term thereof for the period from October 1, 2020 through September 30, 2021 (the "First Option Year"). In consideration for services to

be rendered during the First Option Year, the County will pay YCC a fee not-to-exceed of \$600,000.00, representing a 50% reimbursable match for the \$1,200,000.00 total amount budgeted, payable monthly in accordance with an approved budget.

Except as otherwise specifically amended hereby, all remaining terms and conditions set forth in the Agreement shall remain in full force and effect.

The Department previously complied with sections 6 and 13 of the Westchester County Procurement Policy. On February 14, 2020, the Department issued an RFP seeking proposals from not for profit organizations with expertise in workforce development to conduct a certified training and job placement program for Non Temporary Assistance SNAP recipients. The RFP was posted on the County and One Stop websites, was advertised in the Journal News and was emailed to various One Stop partners. Despite these efforts, only two (2) agencies submitted proposals. These proposals were rated by the review committee based on evaluation criteria set forth in the RFP. The review committee recommended that the contract be awarded to the YCC because its proposal covered the needs of the program, serves significantly more recipients and was rated the highest amongst all proposers.

It should be noted that the Department, in accordance with applicable Federal regulations, also performed a cost analysis of the costs for the County's First Option Year 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 first option under the Agreement in order to obtain these services for the period from October 1, 2020 through September 30, 2021.

**The Agreement will serve a public purpose** by helping NTA SNAP 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 NTA SNAP recipients with certified training and job placement/retention services. The ultimate goal is for the customer to achieve self-sufficiency and freedom from public assistance 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 NTA SNAP recipients with the potential to achieve self-sufficiency through employment appropriate to their specific circumstance and needs.

**The goals and objectives will be tracked and monitored** by using the performance measurement indicators developed by the Department. The vendor 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/BG/jpg

## 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 first of its two (2) renewal options under an agreement with the Yonkers Chamber of Commerce (the "YCC") pursuant to which the YCC will continue to provide a Certified Training and Job Placement Program for Non Temporary Assistance SNAP recipients who are deemed to be able bodied adults without dependents ("ABAWDS"), for a term commencing retroactive to October 1, 2020 and continuing through September 30, 2021 (the "First Option Year"); and be it further

**RESOLVED**, that in consideration for services to be rendered during the First Option Year, the County shall pay YCC an amount not to exceed \$600,000.00, representing a 50% reimbursable match for the \$1,200,000.00 total amount budgeted for the First Option Year, payable monthly in accordance with an approved budget; and be it further

**RESOLVED**, that the County, at its sole option, and subject to the availability of funding, may renew the Agreement for up to one (1) additional one (1) year term (the "Second Option Year"). During the Second Option Year, the County shall pay the YCC a fee not-to-exceed \$600,000.00, representing a 50% reimbursable match for the \$1,200,000.00 total amount budgeted for the Second Option Year, payable monthly in accordance with an approved budget; and be it further

**RESOLVED**, that except as otherwise specifically amended hereby, all remaining terms and conditions set forth in the Agreement shall remain in full force and effect; 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	W017	4380	G017	\$600,000

Budget Funding Year(s): 2021 Start Date: 10/01/2020 End Date: 09/30/2021  
(must match resolution)

Funding Source

**\$ 600,000**  
(must match resolution)

Tax Dollars:  
State Aid:  
Federal Aid: **100%**  
Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/25/2021 - LISA MRRILL SECRETARY