



Robert P. Astorino
County Executive

Department of Social Services

Kevin P. Mahon
Commissioner

DATE: April 20, 2010

TO: Board of Acquisition and Contract

FROM: Kevin P. Mahon
Commissioner

SUBJECT: Authority to further amend an agreement with the Business Council of Westchester to develop a Career Institute to provide linkages between businesses and the youth at the Westchester Workforce Development Academy for Youth (“WWDAY”) for the period from April 1, 2008 through June 30, 2010 for an amount not to exceed \$115,000 by: 1) modifying the scope of service to include developing and operating a Private Sector Summer Youth Employment Program for the provision of public relations, recruitment of businesses, job orders and the development of a web page whereby businesses can register job openings and youth can register and gather information about summer employment opportunities; 2) increasing the total not-to-exceed amount thereunder by an additional \$25,000 from a total not to exceed amount of \$115,000 to a new total not to exceed amount of \$140,000 to be paid monthly pursuant to an approved program budget and 3) extending the end date of the agreement to September 30, 2010.

By resolution approved on May 1, 2008, your Honorable Board authorized the County of Westchester (the “County”), acting by and through its Department of Social Services Office of Workforce Investment (the “Department”), to enter into an agreement with the Business Council of Westchester (the “Business Council”) pursuant to which the Business Council would develop a Career Institute to provide linkages between businesses and the youth at the Westchester Workforce Development Academy for Youth (“WWDAY”) for the period from April 1, 2008 through December 31, 2008 for an amount not to exceed \$40,000. The Agreement was subsequently executed.

By resolution approved on January 8, 2009, your Honorable Board authorized the County to amend the Agreement to extend the end date of the Agreement from December 31, 2008 to June 30, 2009 and to increase the not-to-exceed amount by \$25,000 for a new total not-to-exceed amount of \$65,000. The Amendment was subsequently executed.

Thereafter, by resolution approved on August 6, 2009, your Honorable Board authorized the County to further amend the Agreement to extend the end date thereof from June 30, 2009 to December 31, 2009 and to increase the contract amount by \$25,000 for a new total not-to-exceed amount of \$90,000. The Amendment was subsequently executed.

Thereafter, by resolution approved on December 30, 2009, your Honorable Board authorized the County to further amend the Agreement to extend the end date thereof from December 31, 2009 to June 30, 2010 and to increase the contract amount by \$25,000 for a new total not-to-exceed amount of \$115,000. This Amendment was subsequently executed.

The Department has recently received additional funding from the New York State Department of Labor for this program and wishes to allocate this funding to the Business Council for the continuation of services. Accordingly, authority is requested to further amend an agreement with the Business Council of Westchester to develop a Career Institute to provide linkages between businesses and the youth at the Westchester Workforce Development Academy for Youth ("WWDAY") for the period from April 1, 2008 through June 30, 2010 for an amount not to exceed \$115,000 by: 1) modifying the scope of service to include developing and operating a Private Sector Summer Youth Employment Program for the provision of public relations, recruitment of businesses, job orders and the development of a web page whereby businesses can register job openings and youth can register and gather information about summer employment opportunities; 2) increasing the total not-to-exceed amount thereunder by an additional \$25,000 from a total not to exceed amount of \$115,000 to a new total not to exceed amount of \$140,000 to be paid monthly pursuant to an approved program budget and 3) extending the end date of the agreement to September 30, 2010.

The services to be provided pursuant to this agreement will serve a **public purpose** by providing the youth with exposure to and experience in the formal workplace that will be motivational and will help them develop an appreciation for work and career opportunities in the County.

The goals and objectives of this amendment/agreement are to develop and operate the Private Sector Summer Youth Employment Program which will include public relations, recruitment of businesses and development of a web page whereby businesses can register job openings and youth can register and gather information about summer employment opportunities that will provide exposure and work experience in the formal workplace. This will help to develop an appreciation for careers and learn more about the expectations of the workplace in relation to what has been learned.

The goals and objectives are in the best interest of the County in terms of public safety as the services and resources developed through this agreement/amendment will help participating youth develop a better appreciation for work, learn more about careers and acquire work experience. The program will help youth to stay away from anti-social behavior and help to

make them responsible and productive citizens. By not providing these services to youth ages 14-24 years old, there is a possibility that they would not be usefully engaged in education and training activities leading to employment and/or post secondary education.

The goals and objectives are in the best interest of the County in terms of fiscal responsibility as this program is aimed at improving the employment opportunities of the youth in the County which will in turn make them economically independent and less likely to end up on public assistance.

The goals and objectives of this agreement will be tracked through monthly progress reports submitted by the contractor, site visits and feedback from the youth and business program participants.

The contractor has met its obligations under the contract during the contract period which included the recruitment of 15 businesses to the advisory council, the convening of the advisory council meetings and the placement of approximately 29 youth in work experience and summer employment.

If this resolution were not approved, the County would not be able to use the additional funding received from the NYS Department of Labor for the continuation of the above said services to the targeted population. The Business Council of Westchester is the County's largest and most influential business organization. It serves as an advocate for Westchester's business community at the local, state and federal levels by addressing a broad range of public affairs and area development, economic and business development issues. It also provides a wide variety of programs, information and services to meet the needs of our members.

Except as specifically amended hereby, all terms and conditions of the original agreement as amended shall remain in full force and effect.

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

APPROVED BOARD OF ACQUISITION & CONTRACTS 5-15-2010 JOMARY MILLER SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services Office of Workforce Investment (the "Department"), is hereby authorized to further amend an agreement with the Business Council of Westchester to develop a Career Institute to provide linkages between businesses and the youth at the Westchester Workforce Development Academy for Youth ("WWDAY") for the period from April 1, 2008 through June 30, 2010 for an amount not to exceed \$115,000 by: 1) modifying the scope of service to include developing and operating a Private Sector Summer Youth Employment Program for the provision of public relations, recruitment of businesses, job orders and the development of a web page whereby businesses can register job openings and youth can register and gather information about summer employment opportunities; 2) increasing the total not-to-exceed amount thereunder by an additional \$25,000 from a total not to exceed amount of \$115,000 to a new total not to exceed amount of \$140,000 to be paid monthly pursuant to an approved program budget and 3) extending the end date of the agreement to September 30, 2010; and be it further.

RESOLVED, that except as specifically amended hereby, all terms and conditions of the original Agreement, as previously amended, 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.

APPROVED BOARD OF ACQUISITION CONTRACT # 2010 - JCMAY/UEP/SLK/T/18/1

Original Contract Amount: \$ 40,000
 1st Amendment: \$ 25,000
 2nd Amendment: \$ 25,000
 3rd Amendment \$ 25,000
This Amendment: \$ 25,000
 Total \$140,000

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
275	22	401J	7340	T401	\$25,000

Budget Funding Year(s): 2009
 (must match resolution)

Start Date: 4/1/08 End Date: 9/30/10

Funding Source

\$25,000
 (must match resolution)

Tax Dollars: _____

State Aid: _____

Federal Aid: 100%

Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 5-6-2010 JOMARY VIENH SECRETARY