



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

112433

DATE: December 9, 2025

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Leonard G. Townes, Commissioner
Department of Social Services

SUBJECT: Authority to enter into a total of five (5) agreements with the five (5) agencies listed below for the purpose of operating youth employment programs for economically disadvantaged youth, ages 16-24, under the Workforce Innovation and Opportunity Act of 2016, PL 113-128, and its implementing regulations ("WIOA"), for a total aggregate amount not to exceed \$1,125,000 for the period from July 1, 2025 through June 30, 2026.

Authority is requested for the County of Westchester (the "County"), acting by and through its Department of Social Services Office of Workforce Development (the "Department"), to enter into a total of five (5) agreements with five (5) agencies, as listed below, for the purpose of operating, as specified below, youth employment programs for economically disadvantaged youth, ages 16-24, under WIOA, for the period from July 1, 2025 through June 30, 2026, with the County having the option, in its sole discretion, to extend the term of each agreement for up to three (3) additional one-year periods, upon the same pricing terms and conditions as provided under the initial term, except that the not-to-exceed cap may change from year to year based upon the amount of the funding for that year. In consideration for services rendered during the initial term, the agencies shall be paid a total aggregate amount not-to-exceed \$1,125,000 in the individual not-to-exceed amounts set forth below, pursuant to approved budgets.

WIOA WORKFORCE DEVELOPMENT ACADEMY FOR YOUTH PROGRAM

Agency Name	Funding Amount
Choice of New Rochelle, Inc. dba Choice of NY	\$225,000
City of Mount Vernon Youth Bureau	\$180,000
City of White Plains Youth Bureau	\$202,500

The Guidance Center of Westchester, Inc.	\$315,000
Port Chester Carver Center	\$202,500

The proposed Agreements will serve a public purpose by facilitating the Westchester Putnam Workforce Development Academy for Youth (WDAY) pursuant to WIOA, to operate youth employment programs which will enhance graduation rates, workforce skills and self-sufficiency among the youth of Westchester and Putnam Counties.

The goals and objectives of the proposed agreements are to serve no less than 250 youth and achieve the following outcomes:

- Placement in employment at a rate of 70.5% for the second and fourth quarters after exit
- Median earning \$3900 per year
- Credential attainment 63%
- Measurable skills gain 59%

The goals and objectives of the proposed agreements are in the best interest of the County in terms of public safety because the youth are less likely to engage in negative social behavior while they are participants in this program. The goals and objectives of the proposed agreements are also in the best interests of the County in terms of fiscal responsibility, as participants who are economically disadvantaged are more likely to become self-sufficient as they obtain educational assistance, job training and other skills necessary to prepare them for the job market. This program would reduce their dependence on public assistance and other related programs as many of them would obtain higher education and employment.

The goals and objectives of the proposed agreements will be monitored and tracked via monthly reports submitted by the contractors. The program staff will review all youth data, including services and outcomes, in the New York State Department of Labor ("NYSDOL") One Stop Operating System.

The Agreements are exempt from the Westchester County Procurement Policy (the "Policy") pursuant to Section 3(a) xviii thereof, which exempts contracts for youth service projects. However, because the Agreements are also funded with Federal Funds, they are subject to competitive procurement in accordance with Section 13 of the Policy. On November 14, 2025, the Department, on behalf of the Westchester County Office of Workforce Investment, issued an RFP to solicit proposals from public and private non-profit agencies to deliver youth employment services to various communities in Westchester and Putnam Counties under the WDAY of Westchester and Putnam Counties. The RFP was posted on the County website, the Journal News and emailed to various One Stop partners. Each of the five (5) agencies listed above submitted proposals in response to the RFP. Following a review of each proposal with reference to the evaluation criteria set forth in the RFP, the review committee recommended that each agency be awarded one contract to serve participants in the Westchester Putnam Workforce Development Academy for Youth.

Accordingly, I most respectfully recommend approval of the attached resolution.

LGT/MD
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/23/2025 - RAYMOND SCULKY, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is authorized to enter into a total of five (5) agreements with the five (5) agencies, as listed below, for the purpose of operating, as specified below, youth employment programs for economically disadvantaged youth ages 16-24 under the Workforce Innovation and Opportunity Act of 2016, PL 113-128, and its implementing regulations ("WIOA"), for the period from July 1, 2025 through June 30, 2026, for a total aggregate amount not-to-exceed \$1,125,000, in the individual not-to-exceed amounts set forth below, pursuant to approved budgets, with the County retaining the option, in its sole discretion, to extend the term of each agreement for up to three (3) additional one-year periods, upon the same pricing terms and conditions as provided under the initial term, except that the not-to-exceed cap may change from year to year based upon the amount of the funding for that year:

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; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute all documents and take all actions necessary to effectuate the purpose hereof.

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
275	22	A401	7338	T401	\$1,125,000

2. Budget Funding Year(s): 2025-2026

Start Date: July 1, 2025
(must match resolution)

End Date: June, 30, 2026

3. Funding Source:

Federal	100%	CFDA#(s)	17.258	17.278	17.259
State	0%	State ID#(s)	N/A		
Operating/Tax Levy	0%				
Capital	0%				

4. **Total NTE:** \$1,125,000
(must match resolution)