



Kenneth W. Jenkins
Westchester County Executive

Department of Social Services

Leonard G. Townes
Commissioner

110548

DATE: February 24, 2025

TO: Honorable Members of the Board of Acquisition and Contract

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

SUBJECT: Authority to amend a resolution approved on December 5, 2024 which authorized the County to enter into an agreement with North American Family Institute Connecticut, Inc. pursuant to which it would provide the evidenced-based program, Parenting with Love and Limits Front End Prevention Program for the period from January 1, 2025 through December 31, 2025, for an amount not to exceed \$540,950, by increasing the not-to-exceed amount by \$17,710, to a new total amount not to exceed of \$558,660.

By resolution approved on December 5, 2024 (the "December 5th Resolution"), your Honorable Board authorized the County of Westchester (the "County") acting by and through its Department of Social Services (the "Department"), to enter into an agreement (DSS6009-25) with North American Family Institute Connecticut, Inc. ("NAFI CT") pursuant to which NAFI CT will provide the evidenced-based program, Parenting with Love and Limits ("PLL") Front End Prevention Program, to include parenting management groups, family therapy and case management services for families whose children and youth ages 10-18 are at risk of involvement with the court system via for both re-entry from residential placement and community-based alternatives to residential placement, for the period from January 1, 2025 through December 31, 2025, for an amount not to exceed \$540,950 (the "Agreement"), to be paid on a monthly basis pursuant to an approved budget and subject to appropriation. The Agreement has not yet been executed.

The Department now seeks authority of your Honorable Board to amend the December 5th Resolution by increasing the not-to-exceed amount by \$17,710, from \$540,950 to a new total amount not to exceed \$558,660.

If approved, the increase will help address the cost-of-living (COLA) adjustment and support staff retention, as retraining for this expensive evidence-based practice (EBP) program can be costly. Currently, NAFI employees are among the lowest-paid clinicians and caseworkers in Westchester County. Therefore, making salaries competitive is crucial for maintaining our high level of service delivery. This budget adjustment is essential for sustaining program quality.

Except as specifically amended hereby, all other terms and conditions set forth in the December 5th Resolution shall remain in full force and effect.

The Agreement is exempt from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xviii) thereof, which exempts "any procurement for the purpose of entering into a contract or contracts with persons for the creation and support of recreation projects, youth service projects and other appropriate programs and services for the prevention of delinquency and youth crime and the advancement of the moral, physical, mental and social well-being of the youth of Westchester County."

It should be noted that this Agreement is not subject to the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule), as the funding for this program falls under the Social Service Block Grant.

Accordingly, the County of Westchester is hereby requesting authority to enter into an agreement with North American Family Institute Connecticut, Inc. for the aforesaid purpose.

An appropriate resolution requesting your Honorable Board's approval is attached herewith.

LGT/MBG/tml

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION - PRINCE GEORGE COUNTY, SECRETARY

RESOLUTION

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

RESOLVED, that the resolution approved on December 5, 2024 (the "December 5th Resolution"), which authorized the County of Westchester (the "County"), acting by and through its Department of Social Services, to enter into an agreement (DSS6009-25) with North American Family Institute Connecticut, Inc. ("NAFI CT"), pursuant to which NAFI CT would provide the evidenced-based program, Parenting with Love and Limits Front End Prevention Program, for the period from January 1, 2025 through December 31, 2025, for an amount not to exceed \$540,950, is hereby amended by increasing the not-to-exceed amount by \$17,710, to a new total amount not to exceed of \$558,660; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the December 5th Resolution shall remain in full force and effect; and be it further

RESOLVED, that this Agreement 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 (the "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 the 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 impacts of any such State Budget 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 Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to take such action and execute such documents as may be necessary and proper to effectuate the purposes hereof.

Original Amount: \$540,950
 This Amendment 17,710
 New Total: \$558,660

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	8900	5960		\$17,710

2. Budget Funding Year(s): 2025

Start Date: January 1, 2025 End Date: December 31, 2025
 (must match resolution)

3. Funding Source:

Federal	35%	CFDA#(s)	93.667		
State	30%	State ID#(s)	N/A		
Operating/ Tax Levy	35%				
Capital	N/A				

4. Total NTE: \$17,710
 (must match resolution)

APPROVED BOARD OF ACQUISITION & PURCHASE - 03/27/2025 - RAYMOND SCULKY SECRETARY