



Kenneth W. Jenkins
Westchester County Executive

Department of Social Services

Leonard G. Townes
Commissioner

112248

DATE: November 5, 2025

TO: The Honorable Board of Acquisition and Contract

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

RE: Authorization for the County of Westchester, acting by and through its Department of Social Services Office of Workforce Development (the "Department"), on behalf of the Westchester-Putnam Local Workforce Development Board, to enter into a grant agreement with the New York State Department of Labor in the amount of \$250,000 for the period commencing retroactively on December 1, 2024 through March 31, 2026 under the Renewable Energy Training Initiative ("RETI"); and to enter into an agreement with Soulful Synergy, LLC for the provision of job placement services for graduates of the RETI for a term commencing retroactively on September 15, 2025 and terminating on March 31, 2026, in an amount not to exceed \$50,000 payable pursuant to an approved budget.

Authority is hereby requested for the County of Westchester (the "County"), acting by and through its Department of Social Services Office of Workforce Development (the "Department"), on behalf of the Westchester-Putnam Local Workforce Development Board, to enter into a grant agreement (# GFB7MQFAU6F2) with New York State Department of Labor ("NYSDOL"), for the receipt of grant funds in the amount of \$250,000 for the period commencing retroactively on December 1, 2024 through March 31, 2026 (the "Grant Agreement") under the Renewable Energy Training Initiative ("RETI"). This initiative supports the transition to clean energy jobs and is focused on serving residents of disadvantaged communities and individuals with barriers to employment. RETI is a key workforce development component of the New York State Climate Leadership and Community Protection Act (Climate Act), which mandates a 40% reduction in greenhouse gas emissions by 2030 and an 85% reduction by 2050. The Climate Act aims to advance environmental justice and promote equitable economic opportunities by ensuring that individuals from disadvantaged communities and historically marginalized populations are not left behind in the transition to a clean energy economy.

Authority is further requested for the Department to enter into an agreement (the "Agreement"; DSS5022A-25) with Soulful Synergy, LLC ("Soulful Synergy") for the

provision of job placement services for graduates of RETI in accordance with the Grant Agreement (“the “Services”) for a term commencing retroactively on September 15, 2025 and terminating on March 31, 2026, in an amount not to exceed \$50,000 payable pursuant to an approved budget.

The Grant Agreement will serve a public purpose by providing funding under the RETI which supports the transition to clean energy jobs thereby contributing toward a clean energy economy.

The Grant Agreement does not constitute a procurement of goods or services and is therefore not subject to the provisions of the County Procurement Policy and Procedures.

I certify that my department, a) has copies of, or access to all applicable laws, rules, regulations, grant applications, and grant agreements (including any master agreement), as well as any guidance or instructions received from the agency making the grant (the “Grant Terms”), b), has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

On August 22, 2025, the Department issued a request for quotations (“RFQ”) seeking quotations from qualified entities for the provision of the Services. In response to the RFQ, the Department received three quotations from Soulful Synergy, Apex Technical School and The Fedcap Group, and the Urban League of Westchester County, Inc. After careful evaluation and consideration, the Department determined that Soulful Synergy had provided the best proposal for the provision of the Services for the following reasons: 1) it is already the RETI’s training provider, ensuring seamless transition from training to placement; 2) it has strong, active partnerships in the clean energy and sustainability sectors relevant to the RETI graduates; 3) it has wraparound supports and retention strategies specifically designed for disadvantaged populations; 4) it submitted the most efficient budget with no added contingency requests; and 5) it has documented success with state and municipal workforce contracts, especially in placing underrepresented groups into sustainable careers.

The Agreement will serve a public purpose by providing job placement services for graduates of the RETI thereby reducing unemployment in disadvantaged communities in the County in the County thereby reducing potential costs caused by unemployment. Further, it is in the County’s best interest to enter into the Agreement in order to reduce unemployment in disadvantaged communities in the County.

The goals and objectives of the Agreement are to engage employers in climate, sustainability, clean energy and related industries to identify job openings and to provide job placement services for ten (10) RETI graduates from disadvantaged communities and historically marginalized populations. These goals and objectives will be tracked and monitored by Department staff.

Accordingly, I recommend approval of the attached resolution.

LGT/LAC/fb
Attachment

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services Office of Workforce Development (the "Department"), on behalf of the Westchester-Putnam Local Workforce Development Board, is authorized to enter into a grant agreement with the New York State Department of Labor in the amount of \$250,000 for the period commencing retroactively on December 1, 2024 through March 31, 2026, under the Renewable Energy Training Initiative ("RETI"); and be it further

RESOLVED, that the Department is further authorized to enter into an agreement (the "Agreement"; DSS5022A-25) with Soulful Synergy, LLC for the provision of job placement services for graduates of the RETI for a term commencing retroactively on September 15, 2025 and terminating on March 31, 2026, in an amount not to exceed \$50,000 payable pursuant to an approved budget; 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 be and hereby is authorized and empowered to execute any and all documents necessary and appropriate to effectuate the purposes hereof.

1. Account to be Charged/Credited:

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
Revenue	275	22	Z096	9854	G096	\$250,000
Expense	275	22	Z096	7338	G096	\$50,000

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

Start Date: September 15, 2025

End Date: March 31, 2026

(must match resolution)

3. Funding Source:

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

4. Total NTE: \$50,000

(Must match resolution)