



Kenneth W. Jenkins
Westchester County Executive

Department of Social Services

Leonard G. Townes
Commissioner

114007

DATE: June 29, 2026

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 by your Honorable Board on December 4, 2025 which authorized the County to enter into an agreement with Westchester Institute for Human Development, pursuant to which it will provide comprehensive multidisciplinary assessment services at the Children's Advocacy Center for potential child victims of severe physical abuse, sexual abuse or neglect in a child friendly environment, for the period from January 1, 2026 through December 31, 2026, in an amount not to exceed \$1,027,194.00 by increasing the not-to-exceed amount by \$3,000.00, to a new total not-to-exceed amount of \$1,030,194.00.

By resolution approved on December 4, 2025 (the "December 4th 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 (DSS6017-26; the "Agreement") with Westchester Institute for Human Development ("WIHD"), will provide comprehensive multidisciplinary assessment services at the Children's Advocacy Center for potential child victims of severe physical abuse, sexual abuse or neglect in a child friendly environment, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$1,027,194.00 to be paid on a monthly basis pursuant to an approved budget and subject to appropriation. The Agreement has not yet been executed.

Due to administrative oversight, the December 4th resolution listed an incorrect not to exceed amount. Therefore, the Department now seeks authority of your Honorable Board to amend the December 4th Resolution by increasing the not to exceed amount by \$3,000.00, from \$1,027,194.00 to a new total not to exceed amount of \$1,030,194.00. Except as specifically amended hereby, all other terms and conditions set forth in the December 4th 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 the Westchester Institute for Human Development for the aforesaid purpose.

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

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/16/2016 - RAYMOND S. JONES, SECRETARY

RESOLUTION

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

RESOLVED, that the resolution approved on December 4, 2025 (the "December 4th Resolution"), which authorized the County of Westchester (the "County"), acting by and through its Department of Social Services, to enter into an agreement (DSS6017-26; the "Agreement") with Westchester Institute for Human Development, Inc. ("WIHD"), for the provision of the comprehensive multidisciplinary assessment services at the Children's Advocacy Center ("CAC") for potential child victims of severe physical abuse, sexual abuse or neglect in a child friendly environment, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$1,027,194.00, is hereby amended by increasing the not to exceed amount by \$3,000.00, to a new total not to exceed amount of \$1,030,194.00, to be paid on a monthly basis pursuant to an approved budget; and be it further.

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the December 4th Resolution shall remain in full force and effect; and be it further

RESOLVED, that this Agreement is subject to County Appropriation; 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	\$1,027,194
This Amendment	\$3,000
New Total	\$1,030,194

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
101	22	8900	5650		\$3,000.00

2. Budget Funding Year(s): 2026

Start Date: January 1, 2026 End Date: December 31, 2026
(Must Match Resolution)

3. Funding Source:

Federal	50%	CFDA#(s)		93.778	
State	50%	State ID#(s)	N/A		
Operating/ Tax Levy	0%				
Capital	N/A				

4. Total NTE: \$3,000.00
(Must match resolution)

APPROVED BOARD OF ACQUISITION & PURCHASE - 07/16/2026 - RAYMOND SCULKY, SECRETARY