



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

111581

DATE: July 29, 2025

TO: Honorable Members of the Board of Acquisition and Contract

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

SUBJECT: Authority for the County of Westchester to exercise its third and final option to renew an agreement with Abbott House, for the provision of marketing, recruitment, training, and certification of foster/adoptive resource parents; amending the Agreement by, 1.) extending the term thereof by six (6) months, to a new termination date of October 31, 2025; 2.) increasing the not-to-exceed amount of the Agreement by \$244,755.00, from an amount not to exceed \$2,098,670.00, to a new total amount not to exceed \$2,343,425.00; and 3.) indicating that the County will have no further options remaining to renew the Agreement.

On June 3, 2021, 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 (the "Agreement") with Abbott House, for the provision of marketing, recruitment, training, and certification of foster and adoptive resource parents, for the period from May 1, 2021 through April 30, 2023 (the "Initial Term"), for an amount not to exceed \$1,027,773.00, with the County having the sole option to extend the term of the agreement for up to three (3) additional one (1) year periods thereafter on the same terms and conditions as the Initial Term, at the rate of \$529,924.00 in the first year, \$540,973.00 in the second year, and \$552,299.00 in the third year. The Agreement was subsequently executed.

On August 17, 2023, your Honorable Board authorized the County to amend the Agreement ("First Amendment") in order to exercise the County's first option with Abbott House, for the first option period of May 1, 2023 through April 30, 2024, in a total aggregate amount not to exceed \$1,557,697.00. The First Amendment was subsequently executed.

On June 13, 2024, your Honorable Board again authorized the County to amend the Agreement ("Second Amendment") in order to exercise the County's second option with Abbott House, for the second option period of May 1, 2024 through April 30, 2025, in a total aggregate amount not to exceed \$2,098,670.00. The Second Amendment

was subsequently executed.

The County continues to require the services provided by Abbott House. Accordingly, the County respectfully requests authority from your Honorable Board to exercise its third and final option to renew the Agreement; amending the Agreement by, 1.) extending the term thereof by six (6) months, to a new termination date of October 31, 2025; 2.) increasing the not-to-exceed amount of the Agreement by \$244,755.00, from an amount not to exceed \$2,098,670.00, to a new total amount not to exceed \$2,343,425.00; and 3.) indicating that the County will have no further options remaining to renew the Agreement (the "Third Amendment"; DSS6049-C-21).

The goals and objectives of the proposed Third Amendment are to generate a sufficient number of potential foster and adoptive parents to achieve a timely and appropriate placement and step downs for all waiting children. The pool of parents must reflect the racial and ethnic diversity of the children waiting for placements. Abbott House will use innovative marketing and recruitment strategies combined with traditional and targeted home-finding techniques to maximize a diversified pool of foster and adoptive homes in Westchester County and will be responsible for operating a Call Center, to initially pre-screen and respond to inquiries from prospective foster and adoptive parents.

The proposed Third Amendment will serve a public purpose by providing thirteen (13) orientation sessions for prospective foster and adoptive parents annually, training of potential foster and adoptive parents, and ultimately their certification as new foster and adoptive families.

The goals and objectives of the proposed Third Amendment are in the best interests of the County because Abbott House will provide appropriate foster and/or adoptive placements for children placed in the Care of the County by the Family Court. Recruiting and providing ethnically appropriate foster or adoptive parental placement has the goal of reduced recidivism.

The goals and objectives of the proposed Third Amendment will be tracked and monitored by the staff of the Department.

Except as specifically described above, all terms and conditions of the Agreement shall remain in full force and effect.

Accordingly, I respectfully recommend your Honorable Board's approval of the attached Resolution.

LGT/TML/mcz

Attachment

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to exercise its third and final option to renew an agreement with Abbott House, for the provision of marketing, recruitment, training, and certification of foster and adoptive resource parents (the "Agreement"; DSS6049-C-21); amending the Agreement by, 1.) extending the term thereof by six (6) months, to a new termination date of October 31, 2025; 2.) increasing the not-to-exceed amount of the Agreement by \$244,755.00, from an amount not to exceed \$2,098,670.00, to a new total amount not to exceed \$2,343,425.00; and 3.) indicating that the County will have no further options remaining to renew the Agreement; and be it further

RESOLVED, that all other terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the 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 ("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 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 impact of any such budget(s) 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 Abbott House, then Abbott House shall have the right to terminate the agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

Initial Term:	\$1,027,773.00
First Amendment	\$529,924.00
Second Amendment	\$540,973.00
<u>This Third Amendment</u>	<u>\$244,755.00</u>
New Total NTE	\$2,343,425.00

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
101	22	8900	5880		\$244,755.00

2. Budget Funding Year(s): 2025

Start Date: May 1, 2025 End Date: October 31, 2025
(must match resolution)

3. Funding Source:

Federal	49%	CFDA#(s)	93.669		
State	32%	State ID#(s)	N/A		
Operating/ Tax Levy	19%				
Capital	0%				

4. Total NTE: \$244,755.00

(must match resolution)