

**110142**

Date: December 16, 2024

To: The Honorable Board of Acquisition and Contract

From: George Latimer  
Westchester County Executive

Re: Authority to enter into an agreement with The Westchester County Association Inc. for the provision of project management and related services under the “Healthcare Talent Pipeline Program,” which seeks to train up to 100 unemployed and underemployed participants and place approximately 50 of such participants in healthcare jobs, for a term from January 1, 2025 through December 31, 2025, for an amount not-to-exceed \$250,000.00, payable pursuant to an approved budget.

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Authority is requested from your Honorable Board for the County of Westchester (“County”), acting by and through the Office of the County Executive, to enter into an agreement with The Westchester County Association Inc. (“WCA”), to provide project management and related services under the “Healthcare Talent Pipeline Program” (“HTPP Program” or “Program”), for a term from January 1, 2025 through December 31, 2025, for an amount not-to-exceed \$250,000.00, payable with American Rescue Plan Act (ARPA) federal grant funds, pursuant to an approved budget.

Under the proposed agreement, WCA will (i) work and partners such as the Westchester Community College, SWBOCES, PNWBOCES, the STEM Alliance and the Leadership Learning Group, for training purposes, (ii) work and partner with certain employers such as Northwell Health, WMCHHealth, Summit Health, Open Door Family Medical Center and White Plains Hospital, for employment purposes, (iii) work with Westchester-Putnam Career Center Network to receive training funds and supports for the participants; and (iv) will work with Nonprofit Westchester, HOPE Community Services and United Community Center to provide outreach, recruitment and support services, in order to train up to 100 job seeker participants and place approximately 50 of such participants in healthcare jobs.

A separate resolution is being submitted to your Honorable Board this date to grant an exemption from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof. However, Section 11 of the Westchester County Procurement Policy specifies that each procurement that is funded, in whole or in part, by federal funds shall be made in accordance with any and all applicable federal laws, regulations, rules, guidance, instructions, or grant terms.

To the extent that it is applicable, the procurement that is the subject of the Agreement complies with 2 C.F.R. 200.320(a)(2), which requires the County to obtain price or rate quotations from an adequate number of qualified sources. In accordance with the federal procurement requirements, the County solicited quotes from three (3) providers, as follows: (i) WCA; (ii) Soulful Synergy, LLC (“Soulful Synergy”); and (iii) Putnam/Northern Westchester Board of Cooperative Educational Services (PNW BOCES). Both Soulful Synergy and PNW BOCES declined to submit price quotes and WCA was the only provider that submitted a price quote. In addition, WCA has been performing satisfactory to the County under other agreements.

The goals and objectives of this agreement are to train up to 100 unemployed and underemployed individuals and place approximately 50 of such individuals in healthcare jobs.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

GL/cmc

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/19/2024 - RAYMOND SCUKA SECRETARY

**RESOLUTION**

Upon a communication from the County Executive, be it hereby

**RESOLVED**, that the County of Westchester (“County”) is hereby authorized to enter into an agreement with The Westchester County Association Inc. (“WCA”), for the provision of project management and related services under the “Healthcare Talent Pipeline Program,” which seeks to train up to 100 participants and place approximately 50 of such participants in healthcare jobs, for a term from January 1, 2025 through December 31, 2025, for an amount not-to-exceed \$250,000.00, payable with American Rescue Plan Act (ARPA) federal grant funds, pursuant to an approved budget; and be it further

**RESOLVED**, that this agreement is 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 WCA, then WCA shall have the right to terminate this agreement upon reasonable prior written notice; and be it further

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

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	22	0010	5125		\$250,000.00

Budget Funding Year(s) 2025 Start Date 01/01/2025 End Date 12/31/2025  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_

State Aid \_\_\_\_\_

\$250,000.00 Federal Aid \$250,000  
 (must match resolution)

Other \_\_\_\_\_