



George Latimer  
County Executive



Vedat Gashi  
Chairman,  
Westchester County  
Board of Legislators

OnBase ID #102981

DATE: August 22, 2023

TO: The Honorable Board of Acquisition and Contract

FROM: Hon. Vedat Gashi, Chairman  
Westchester County Board of Legislators

and

Hon. George Latimer  
Westchester County Executive

SUBJECT: Authority to enter into an agreement with Westchester Community Opportunity Program, Inc. for the provision of several services, including career and job training services, child care services to low income families, internet installation services to low income seniors, housing and food related support services to veterans and their families and installation of energy efficient measures in the homes of low income eligible persons, for a term from January 1, 2023 through December 31, 2023, for an amount not to exceed \$143,703.00, pursuant to an approved budget.

The attached Resolution, if approved by your Honorable Board, would authorize the County of Westchester (the "County"), acting by and through its Board of Legislators Office, to enter into an agreement ("Agreement") with the Westchester Community Opportunity Program, Inc. ("WestCOP"), to implement the following programs:

Program Name

Contract Amount

Career and Training Initiative – Families Step Forward  
Foster Grandparents  
VFW  
Weatherization

\$64,233.00  
\$6,423.00  
\$64,233.00  
\$8,814.00

The term of the Agreement is for the period from January 1, 2023 through December 31, 2023. The Agreement will be for an amount not to exceed \$143,703.00, with one-half to be paid to WestCOP upon execution of the Agreement and the other one-half on or about October 1, 2023.

WestCOP will implement the "Career and Training Initiative – Families Step Forward" program, which is a collaboration between Babies Step Forward and the Community Action Partnerships, to provide career and job training services and high quality child care services, to low income families living in high poverty areas of Westchester County.

WestCOP will implement the "Foster Granparents" program by supplying internet service to up to 26 low income seniors for one year.

In addition, WestCOP will implement the VFW program by assisting up to 30 veterans and their families with access to non-congregate emergency housing (Hotel, Motel, Air B & B, etc.) placements for up to 5 veterans and their families, effect rental payments for up to 20 veterans and their families for rapid re-housing and provide other prevention services, and purchase food and other social necessities for up to 20 veterans and their families, including purchase or maintenance of a vehicle for up to 5 veterans and their families.

Lastly, WestCOP will implement the Weatherization program by installing energy efficiency measures in the homes of low income eligible-persons, especially homes that are occupied by the elderly, persons with disabilities and children. The funds will be used to create a new and ongoing advertisement of WestCOP program in order to reach more clients and families.

The goals and purpose of the proposed Agreement are to (i) identify, enroll and train families who are interested in employment readiness, while providing high quality childcare at a Babies Step Forward site (WestCOP's target is to enroll 20-25 children in one of the Babies Step Forward site as part of the Families Step Forward Initiative); (ii) supply internet service to up to 26 low income seniors for one year; (iii) assist veterans and their families with housing and food related support services; and (iv) install energy efficiency measures in the homes of low income eligible-persons, especially homes that are occupied by the elderly, persons with disabilities and children.

The proposed Agreement, will serve a public purpose by combating poverty and its adverse effects in Westchester County, thus reducing the dependence on public financial resources.

The Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a) xiv thereof regarding aid, care and support to persons in need of public assistance.

It is respectfully requested and recommended that your Honorable Board approve the attached Resolution.

VG/cmc  
Enclosure

## **RESOLUTION**

Upon a communication from the Chairman of the Westchester County Board of Legislators and the County Executive, it is hereby:

**RESOLVED**, that the County of Westchester (the "County") is authorized to enter into an Agreement (the "Agreement") with the Westchester Community Opportunity Program, Inc. ("WestCOP"), to implement the following programs, in the individual not-to-exceed amounts:

Program Name	Contract Amount
Career and Training Initiative – Families Step Forward	\$64,233.00
Foster Grandparents	\$6,423.00
VFW	\$64,233.00
Weatherization	\$8,814.00;

and be it further

**RESOLVED**, that the amount of the Agreement shall not exceed \$143,703.00, with one-half to be paid to WestCOP upon execution of the Agreement and the other one-half on or about October 1, 2023; and be it further

**RESOLVED**, that the Agreement is subject to County appropriations; and be it further

**RESOLVED**, that the 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 the 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 adoptions(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 the Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to WestCOP, then WestCOP shall have the right to terminate the Agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the Chairman of the Westchester County Board of Legislators, or his duly authorized designee, is hereby authorized to execute any documents and take such actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be Charged/Credited:

Fund	Dept	Major Program, Program & Phase Or Unit	Sub-unit	Object/ Sub-Object	Dollars
101	52	2508	0010	5100	\$79,470.00
101	52	2508	0011	5100	\$64,233.00

Budget Funding Year(s)  
(must match resolution)

Start Date 1/1/23

End Date 12/31/23

Funding Source

Tax Dollars \$143,703.00

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

\$143,703.00

Federal Aid \_\_\_\_\_

(must match resolution)

Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/31/2023 - JOAN COUGARDI, SECRETARY