



Kenneth W. Jenkins
Westchester County Executive

Department of Social Services
Leonard G. Townes
Commissioner

112587

DATE: November 25, 2025

TO: Honorable Members of the Board of Acquisition and Contract

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

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with T.C. Investigations, LLC to conduct field investigations and searches to locate children in foster care placement that have been declared AWOL by the Westchester County Department of Social Services, for the period from January 1, 2026 through December 31, 2026, in an amount not to exceed \$70,000, to be paid at a rate of \$100/hour

Authorization is requested for the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), to enter into an agreement (DSS6025-26; the "Agreement") with T.C. Investigations, LLC to conduct field investigations and searches to locate children in foster care placement that have been declared AWOL by the Department, for the period from January 1, 2026 through December 31, 2026, in an amount not to exceed \$70,000, to be paid at a rate of \$100/hour payable on a monthly basis pursuant to an approved budget, and subject to appropriation.

The services to be provided pursuant to this Agreement will serve a public purpose by returning youth to foster care.

The goals and objectives of this Agreement are to return AWOL youth to foster care placement and work with them to assure appropriate future permanent discharge.

The goals and objectives of this Agreement are in the best interest of the County in terms of public health and public safety as returning youth to foster care will shelter them from delinquency, neglect and abuse.

The goals and objectives of this agreement are in the best interest of the County in terms of fiscal responsibility as the services provided by this program focus on assisting foster care youth to become independent and self-sufficient.

The goals and objectives will be tracked and monitored using performance measurement indicators developed by the Department. The consultant is required to submit to the Department quarterly statistical reports on all activities related to the program.

Based on the Performance Measurement Indicators, the Department is able to report that from January 1, 2025 to September 30, 2025, T.C. Investigations, with an annual capacity of 15 children and youth, has serviced 24 children, 1 adult. T.C. Investigations has recovered 7 children and has submitted 100% of the written monthly reports, as stipulated by the contract.

The procurement of this agreement is exempt from the application of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xviii, which exempts contracts 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 federal funding for this program falls under Social Services Block Grant.

Accordingly, the County of Westchester is hereby requesting authority to enter into an agreement with T.C. Investigations, LLC for the aforesaid purpose.

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

LGT/MBG/fb

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), is hereby authorized to enter into an agreement (DSS6025-26; the "Agreement") with T.C. Investigations, LLC to conduct field investigations and searches to locate children in foster care placement that have been declared AWOL by the Department for the period from January 1, 2026 through December 31, 2026, in an amount not to exceed \$70,000, to be paid at a rate of \$100/hour payable on a monthly basis 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 is hereby authorized to take such action and execute such documents as may be necessary and proper 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
101	22	8900	5880		\$70,000

2. Budget Funding Year(s): 2026

Start Date: January 1, 2026 End Date: December 31, 2026
(must match resolution)

3. Funding Source:

Federal	24%	CFDA#(s)	93.669		
State	43%	State ID#(s)	N/A		
Operating/ Tax Levy	33%				
Capital	0%				

4. Total NTE: \$70,000
(must match resolution)