

George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

92798

DATE: April 26, 2022

TO: Board of Acquisition and Contract

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

SUBJECT: Resolution to exempt pursuant to Section 3(a) xxi of the Westchester County Procurement Policy the procurement of an agreement between the County of Westchester and the Child Care Council of Westchester, Inc. ("CCCW") whereby CCCW will provide the services of a Subsidy Support Specialist who will help to identify and assist eligible families with successful navigation through the child care subsidy system for the period from January 1, 2022 through December 31, 2022 in an amount not to exceed \$79,354.

We are requesting that authorization be given to the County of Westchester ("County"), acting by and through its Department of Social Services ("Department"), to exempt, pursuant to Section 3(a) xxi of the Westchester County Procurement Policy (the "Policy"), the procurement of an agreement with the Child Care Council of Westchester, Inc. ("CCCW"), pursuant to which CCCW will provide the services of a Subsidy Support Specialist who will help to identify and assist eligible families with application and successful navigation through the Child Care Subsidy System for the period from January 1, 2022 through December 31, 2022, in an amount not to exceed \$79,354.

Ordinarily, pursuant to Section 6 of the Policy, the County is required to solicit proposals for such services through the issuance of an RFP. However, CCCW is the Child Care Resource and Referral agency for Westchester County pursuant to Title 5-B of the Social Services Law. CCCW is the only Westchester County based agency that is designed and staffed to conduct the required services. CCCW assists in making safe and affordable day care services available to low income families in the County of Westchester. CCCW has relationship with the day care providers in this County and has an established relationship with New York State Office of Children and Family Services ("NYS OCFS"). CCCW has provided remarkable child care related services to the County for many years.

CCCW has not received any sanctions as a result of major non-compliance with performance standards. In addition, CCCW has a long standing relationship with the County. Its familiarity with and knowledge of the child care system allows them to deliver the services pursuant to the proposed agreement. This knowledge allows CCCW to provide the public with all the necessary tools they need in taking advantage of the existing child care subsidy support system.

Therefore, pursuant to Section 3(a) xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interests of the County.

Accordingly, a resolution to exempt this procurement is hereby submitted for your Honorable Board's consideration. A separate resolution has been submitted requesting authority to enter into this agreement.

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/19/2022 - RAYMOND SCULLEY, SECRETARY

## RESOLUTION

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

RESOLVED, that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester in connection with the procurement of an agreement with Child Care Council of Westchester, Inc. to provide the services of a Subsidy Support Specialist who will help to identify and assist eligible families with successful navigation through the child care subsidy system for the period from January 1, 2022 through December 31, 2022 in a total not-to-exceed amount of \$79,354.

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/19/2022 - RAYMOND J. COHEN, COUNTY CLERK