

RESOLUTION INTRODUCED BY THE EXECUTIVE COMMITTEE TO AUTHORIZE AN AGREEMENT WITH SULLIVAN COUNTY COMMUNITY COLLEGE TO PROVIDE SERVICES UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT.

WHEREAS, the Center for Workforce Development is responsible for the administration and implementation of the federal Workforce Innovation and Opportunity Act (WIOA) Title IB Youth funds, and

WHEREAS, the WIOA Section 123 requires that local provision of education, employment and training services to youth be competitively bid, and

WHEREAS, the Center for Workforce Development issued a Request for Proposal (RFP) for the provision of one or more of the following youth services: basic skills upgrade and high school equivalency, adult mentoring, tutoring and study skills, occupational skills training, financial literacy education, comprehensive guidance and counseling, leadership development, and entrepreneurial skills training, and

WHEREAS, the Sullivan County Community College (“SUNY Sullivan”) submitted a winning bid, and

WHEREAS, SUNY Sullivan will provide basic skills upgrade; tutoring and study skills, and occupational skills training services to WIOA enrolled youth, and

WHEREAS, the SUNY Sullivan will provide these services to eligible youth from May 1, 2016 through June 30, 2017, and

WHEREAS, amount to be charged by SUNY Sullivan for the above referenced services shall not exceed \$30,000.

NOW, THEREFORE, BE IT RESOLVED, that the County Manager is hereby authorized to execute an agreement with SUNY Sullivan as described above, said agreement to be in the form approved by the County Attorney.

BE IT FURTHER RESOLVED, that the above contract will be contingent upon the County receiving the necessary Federal allocations.

Moved by _____,
Seconded by _____,
and adopted on motion _____, 2016.

**COMBINED: LEGISLATIVE MEMORANDUM,
CERTIFICATE OF AVAILABILITY OF FUNDS
AND RESOLUTION COVER MEMO**

To: Sullivan County Legislature

Fr: Laura Quigley, Director Center for Workforce Development

Re: Request for Consideration of a Resolution: Contract with SUNY Sullivan

Date: May 10, 2016

Purpose of Resolution: [Provide a detailed statement of what the Resolution will accomplish, as well as a justification for approval by the Sullivan County Legislature.]

Enter into a contract with SUNY Sullivan to provide education and training services to eligible youth enrolled in the Workforce Innovation and Opportunity Act (WIOA). These services are occupational training, basic skills upgrade, tutoring and study skills.

Is subject of Resolution mandated? Explain:

Yes. WIOA mandates that youth services be competitively procured.

Does Resolution require expenditure of funds? Yes No

If "Yes", provide the following information:

Amount to be authorized by Resolution: \$ 30,000.00

Are funds already budgeted? Yes No

If "Yes" specify appropriation code(s): R4791.R336

If "No", specify proposed source of funds: _____

Estimated Cost Breakdown by Source:

| | | | |
|--------------------|---------------------|-----------|----------------|
| County | \$ <u>0.00</u> | Grant(s) | \$ <u>0.00</u> |
| State | \$ <u>0.00</u> | Other | \$ <u>0.00</u> |
| Federal Government | \$ <u>30,000.00</u> | (Specify) | _____ |

Verified by Budget Office: 

Does Resolution request Authority to Enter into a Contract? Yes No

If "Yes", provide information requested on Pages 2. If "NO", please go straight to Page 3 and acquire all pre-legislative approvals.

Request for Authority to Enter into Contract with [SUNY Sullivan] of
[College Road, Loch Sheldrake, New York 12759]

Nature of Other Party to Contract: .

Other:

Duration of Contract: From 05/01/2016 To 06/30/2017

Is this a renewal of a prior Contract? Yes ___ No

If "Yes" provide the following information:

Dates of prior contract(s): From _____ To _____

Amount authorized by prior contract(s): _____

Resolutions authorizing prior contracts (Resolution #s): _____

Future Renewal Options if any:

Two annual renewals based on performance and available funding.

Is Subject of Contract – i.e. – the goods and/or services Mandated? Yes No ___

If "Yes" cite the mandate's source; describe how this contract satisfies the requirements:

Workforce Innovation and Opportunity Act, section 123

If "No" provide other justification for County to enter into this Contract: [County does not have resources in-house, best source of the subject materials, required by grant, etc.]:

Total Contract Cost for [year or contract period]: (If specific sum is not known state maximum potential cost): \$30,000

Efforts made to find Less Costly alternative:

N/A

Efforts made to share costs with another agency or governmental entity:

N/A

Specify Compliance with Procurement Procedures (Bid, Request for Proposal, Quote, etc.)

RFP was issued, R-16-09

Person(s) responsible for monitoring contract (Title): Laura Quigley, Director

Pre-Legislative Approvals:

- A. Director of Purchasing: Kathy Jones Date 5/10/16
- B. Management and Budget: Janet Myer Date 5/10/16
- C. Law Department: Ally R Date 5/11/16
- D. County Manager: John Brown Date 5/12/16
- E. Other as Required: _____ Date _____

Vetted in _____ Committee on _____