

**12169**

**Robert P. Astorino**  
County Executive

**Department of Social Services**

**Kevin P. Mahon**  
Commissioner

**Date:** May 25, 2010

**To:** The Honorable Board of Acquisition and Contract

**From:** Kevin P. Mahon  
Commissioner of Social Services

**Re:** **Authority for the County of Westchester to exercise its second option to extend a contract with Lam-Mar Diversified, Inc., d/b/a Westchester Moving & Delivery to provide Emergency Moving Services for Homeless Customers of the Westchester County Department of Social Services, for another year commencing on July 1, 2010 and ending on June 30, 2011, in the total amount not to exceed \$122,120 to be paid pursuant to an approved budget and subject to appropriations at the rates set forth in Schedule "A" attached hereto**

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The County is required to provide moving services to public assistance households of Westchester County pursuant to Section 352.6 of Title 18 New York State Code of Rules and Regulations ("NYCRR"). This requirement affects households who by virtue of homelessness require emergency moves to or between homeless facilities.

On June 19, 2008 your Honorable Board authorized the County to enter into a contract with Lam-Mar Diversified, Inc., d/b/a Westchester Moving & Delivery for emergency moving services for Department of Social Services clients, for the period July 1, 2008 through June 30, 2009, in an amount not to exceed \$117,800, with the County's option to extend the contract for two (2) additional one (1) year terms.

Subsequently, on June 25, 2009 your Honorable Board authorized the County to enter into a contract with Lam-Mar Diversified, Inc., d/b/a Westchester Moving & Delivery for emergency moving services for Department of Social Services clients, for the period July 1, 2009 through June 30, 2010, in an amount not to exceed \$123,864,

exercising the County's first option to extend the contract for two (2) additional one (1) year terms.

Transmitted herewith is a Resolution requesting authority to exercise the County's second option to extend the contract with Lam-Mar Diversified, Inc., d/b/a Westchester Moving & Delivery for an additional one (1) year term for the period July 1, 2010 through June 30, 2011 for an amount not to exceed \$122,120, to be paid pursuant to an approved budget and subject to appropriations in accordance with the rates set forth in the attached Schedule "A".

In accordance with the contract, rates for the second option year commencing July 1, 2010 have been adjusted based on 50% of the percentage change in the CPI for the period September 2008 through September 2009. Attached as Schedule "A" are the new rates for the second option year term. Performance security shall be provided in the amount of 5% of the new contract amounts.

Except as specifically amended hereby, all other terms and conditions of the Agreement shall remain the same.

The services to be provided pursuant to the proposed agreement serve the **public purpose** of assuring the well being of the homeless population in Westchester County by providing necessary services when they have to move to or between shelters.

The **goal and objective** is to provide safe, reliable moving services on an emergency basis (meaning that services will be available whenever needed.)

This goal and objective is in the best interests of the County in that it provides for the **Public Safety** of homeless households by assuring they will be moved, often from precarious situations, as expeditiously and effectively as possible, by a vendor very much experienced with the communities and population.

It is also in the **County's fiscal interest** to have services available at a set, predetermined rate.

**If the resolution is not approved**, the result will be critical delays in providing emergency moving services and higher, unpredictable costs per move.

**These goals and objectives will be monitored** through the submission of claims and data sheets by the vendor, which will contain specifics about every move and through regular contact with personnel at the homeless facilities, as well as through feedback from customers. In addition, there will be communication with District Office staff concerning any problems or issues resulting from the many moves to be performed by the vendor.

The Department is able to report that from July 1, 2009 through March 31, 2010, 354 moves were successfully accomplished (approximately 39 moves per month). The vendor provided quality services and was always flexible and accommodating.

According to the vendor's reports, 98% of all moves from the family shelters and emergency housing units to permanent housing were performed within 24 hours and often on the same day. Moving customers out of the shelters within 24 hours or less creates a saving of unnecessary shelter costs. To date, the housing office has reported that there have been no complaints or criticisms from the customers regarding this service.

Accordingly, approval of the attached resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 6-24-2010 - JOMARY VIEIRA, SECRETARY

## RESOLUTION

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

**RESOLVED**, that County of Westchester is authorized to exercise its second option to extend a contract for Emergency Moving Services for Homeless Customers of the Westchester County Department of Social Services with Lam-Mar Diversified, Inc., d/b/a Westchester Moving & Delivery for the period July 1, 2010 through June 30, 2011; and be it further

**RESOLVED**, that in consideration for the services to be provided during the Second Extension, Lam-Mar Diversified, Inc., d/b/a Westchester Moving & Delivery will be paid an amount not-to-exceed \$122,120 pursuant to an approved budget at the rate set forth in the attached Schedule "A"; thereby increasing the total not to exceed amount of the Agreement and the First and Second Extensions to \$363,785 and be it further

**RESOLVED**, that this contract is also 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 these 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 the 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 the Agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions of the Agreement shall remain the same; and be it further

**RESOLVED**, that the County Executive or his authorized designee is hereby authorized to execute the above said agreement on behalf of the County of Westchester.

Original Contract Amount: \$117,800  
 First Extension: 123,864  
 This Extension 122,120  
 Total: \$363,784

Account to be  
 Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2010	101	22	8900	5850	_____	\$61,060
2011	101	22	8900	5850	_____	\$61,060

Budget Funding Year(s) 2010-2011  
 (must match resolution)

Start Date: 7/1/10 End Date: 6/30/11

Funding Source

\$122,120  
 (must match resolution)

Tax Dollars: 25%  
 State Aid 25%  
 Federal Aid: 50%  
 Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT 6-24-2010 - JOMARY VEIRA, SECRETARY

Schedule "A"

Contract for Emergency Moving Services  
7/1/10-6/30/11

**LAM-MAR DIVERSIFIED, INC., d/b/a WESTCHESTER MOVING & DELIVERY**  
**153 Winthrop Avenue**  
**Elmsford, NY 10523**  
**914-592-2888**

Moves within Westchester County \$305.30 per move

(Estimate of approximate number of emergency moves to be provided annually =  
400)

Total amount of contract: \$305.30 per move X 400 = \$122,120

APPROVED BOARD OF ACQUISITION & CONTRACTS - 6-24-2010 - JOMAR VIEIRA, SECRETARY