

12994

DATE: July 16, 2010

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Grant Mitchell, M.D., Commissioner
Department of Community Mental Health

RE: Authority to amend a resolution which authorized the County to amend two agreements with Helping Out People Everywhere, Inc. and enter into new agreements with four agencies, all for the provision of Shelter + Care services for homeless and disabled persons, in order to change (1) the various authorized amounts not-to-exceed, (2) the list of the four agencies, and (3) the quantity of services to be provided by several of the four agencies.

By resolution approved on April 8, 2010 (the "April 8th Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Community Mental Health (the "Department"), to:

- 1) Amend its two (2) agreements with Helping Out People Everywhere, Inc. for the provision of Shelter + Care services for homeless and disabled persons, for the term January 1, 2009 through December 31, 2014, in a total aggregate amount not-to-exceed \$1,523,721, and in the individual not-to-exceed amounts set forth in Schedule "A", in order to reduce the scope of services as set forth in Schedule "B" and reduce the total aggregate amount not-to-exceed to \$96,514, and reduce the individual amounts not-to-exceed as set forth in Schedule "B", and
- 2) Enter into agreements with the four (4) agencies listed in Schedule "C", for the provision of the Shelter + Care services for homeless and disabled persons, for the term January 1, 2009 through December 31, 2014, in a total aggregate amount not-to-exceed \$1,427,207, and in the individual not-to-exceed amounts set forth in Schedule "C", to be paid in accordance with approved regulations prescribed by the United States Department of Housing and Urban Development.

None of the authorized amendments and agreements have been executed yet.

The Department recently learned that the actual amounts paid out to Helping Out People Everywhere, Inc. ("HOPE") under its agreements with the County (the "HOPE Agreements") were several dollars less than previously determined. As HOPE is ceasing operations, and no additional expenses will be incurred under the HOPE Agreements, the unexpended funds allocated to the HOPE agreements can be re-allocated and used elsewhere. Accordingly, the County respectfully requests that your Honorable Board amend the April 8th Resolution to (1) reduce the amount not-to-exceed for the 'VID' agreement with HOPE, from \$62,536 to \$62,535, as indicated in Schedule "B-1", and (2.) reduce the amount not-to-exceed for the 'VIII B' agreement with HOPE, from \$33,978 to \$33,972, as indicated in Schedule "B-1".

SCHEDULE "B"
(From April 8th Resolution)

Agency	Original Reimbursement Not-to-Exceed	New Reimbursement Not-to-Exceed
Helping Out People Everywhere, Inc. (VID) – 7 fewer units of housing	\$787,071	\$62,536
Helping Out People Everywhere, Inc. (VIII B) – 6 fewer units of housing	\$736,650	\$33,978
TOTAL	\$1,523,721	\$96,514

SCHEDULE "B-1"
(Proposed Replacement for Schedule "B")

Agency	Original Reimbursement Not-to-Exceed	New Reimbursement Not-to-Exceed
Helping Out People Everywhere, Inc. (VID) – 7 fewer units of housing	\$787,071	\$62,535
Helping Out People Everywhere, Inc. (VIII B) – 6 fewer units of housing	\$736,650	\$33,972
TOTAL	\$1,523,721	\$96,507

The Department also recently learned that The Sharing Community, Inc. ("TSC") and Lexington Center for Recovery, Inc. ("Lexington") are no longer interested in entering into contracts with the County to provide the 'VID' services specified in Schedule "C". Accordingly, the County respectfully requests that your Honorable Board further amend the April 8th Resolution to delete the authorizations for TSC and Lexington and, instead, authorize the County to enter into an agreement with Westchester Residential Opportunities, Inc. ("WRO"), pursuant to which WRO will provide the 'VID' Shelter + Care services for homeless and disabled persons that were to be provided by TSC and Lexington, for the term from January 1, 2009 through December 31, 2014, for an amount not-to-exceed \$430,410, as indicated in Schedule "C-1".

The Department further recently learned that WRO is no longer interested in providing the full amount of the 'VIII B' services specified in Schedule "C". Accordingly, the County respectfully requests that your Honorable Board further amend the April 8th Resolution to (1) reduce the 'VIII B' services to be provided by WRO and reduce the amount not-to-exceed authorized for that agreement, from \$702,672 to \$461,979, as indicated in Schedule "C-1", and (2) authorize the County to enter into an agreement with Westhab, Inc. ("Westhab"), pursuant to which Westhab will provide the remainder of the 'VIII B' Shelter + Care services for homeless and disabled persons that were to be provided by WRO, for the term from January 1, 2009 through December 31, 2014, for an amount not-to-exceed \$240,699, as indicated in Schedule "C-1".

The Department finally requests that your Honorable Board amend the April 8th Resolution to reduce the amount not-to-exceed authorized for the County's agreement with The Guidance Center, Inc. ("TGC"), from \$304,305 to \$294,126, as indicated in Schedule "C-1".

SCHEDULE "C"
(From April 8th Resolution)

Agency	Original Reimbursement Not-to-Exceed	New Reimbursement Not-to-Exceed
The Guidance Center, Inc. (S+C VID) – 3 units of housing	N/A	\$304,305
Lexington Center for Recovery, Inc. (VID) – 2 units of housing	N/A	\$210,115
The Sharing Community, Inc. (S+C VID) – 2 units of housing	N/A	\$210,115
Westchester Residential Opportunities, Inc. (VIII B) – 6 units of housing	N/A	\$702,672
TOTAL	N/A	\$1,427,207

SCHEDULE "C-1"
(Proposed Replacement for Schedule "C")

Agency	Original Reimbursement Not-to-Exceed	New Reimbursement Not-to-Exceed
The Guidance Center, Inc. (S+C VID) – 3 units of housing	N/A	\$294,126
Westchester Residential Opportunities, Inc. (VID) – 4 units of housing	N/A	\$430,410
Westhab, Inc. (S+C VIII B) – 2 units of housing	N/A	\$240,699
Westchester Residential Opportunities, Inc. (VIII B) – 4 units of housing	N/A	\$461,979
TOTAL	N/A	\$1,427,214

Except as specifically amended hereby, all remaining terms and conditions of the April 8th Resolution shall remain in full force and effect.

The proposed agreements will serve a public purpose by providing housing and supportive services on a long-term basis for homeless persons with disabilities, (primarily those with serious mental illness, chronic problems with alcohol and/or drugs, and acquired immunodeficiency syndrome (AIDS) or related diseases) and their families who are living in places not intended for human habitation (e.g., streets) or in emergency shelters.

The goals and objectives of the proposed agreements are to provide housing and supportive services on a long-term basis for homeless persons with disabilities, (primarily those with serious mental illness, chronic problems with alcohol and/or drugs, and acquired immunodeficiency syndrome (AIDS) or related diseases) and their families who are living in places not intended for human habitation (e.g., streets) or in emergency shelters.

The goals and objectives of the proposed agreements are in the best interests of the County in terms of safety and security, as those who are need of housing will be able to find housing that is in a safe and secure environment and not in the streets. The proposed agreements will assist those in transition to find affordable housing and lead productive lives in Westchester County.

The goals and objectives of the proposed agreements will be tracked and monitored by requiring each of the agencies/housing providers to complete the Annual Progress Report ("APR") of the United States Department of Housing and Urban Development ("HUD") for each of its grants. Performance of the agencies/housing providers is tracked using the following three outcomes:

- Increased residential stability
- Increased skill level and/or income
- Greater self-sufficiency

Data elements generally involve the status of a participant upon entering Shelter + Care, and disposition/resources when they leave (as in transitioning to Section 8 housing). The agencies/housing providers will require the use of the APR as a tool for evaluating performance and setting future program goals and submit such reports to the Department. The agencies/housing providers must submit the APR for Competitive Homeless Assistance Programs (HUD Form 40118) within 90 days of the end of each operating year to HUD and the County for evaluation.

In addition to this requirement, the Department and the agencies/providers will monitor their own datasets by utilizing the Homeless Management Information System ("HMIS"), which is a HUD-funded requirement currently consisting of a software provider and a project manager who operates and monitors the day-to-day data entry by providers into the system. Along with the APR, both "canned" and specialized reports will be generated from the HMIS, for the agencies/providers and the Department to use in tracking trends and outcomes in the Shelter + Care program.

The proposed agreements are exempt from the County Procurement Policy pursuant to Section 3(a)xvii thereof.

I most respectfully recommend approval of the attached resolution.

GM/TP/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 8-5-2011 - JOMARY VIEIRA-SOUSA

RESOLUTION

Upon a communication from the Commissioner of the Department of Community Mental Health, be it hereby

RESOLVED, that resolution adopted on April 8, 2010 (the "April 8th Resolution"), which authorized the County of Westchester (the "County"), acting by and through its Department of Community Mental Health (the "Department"), to:

- 1) Amend its two (2) agreements with Helping Out People Everywhere, Inc. for the provision of Shelter + Care services for homeless and disabled persons, for the term from January 1, 2009 through December 31, 2014, in a total aggregate amount not-to-exceed \$1,523,721, and in the individual not-to-exceed amounts set forth in Schedule "A", in order to reduce the scope of services as set forth in Schedule "B" and reduce the total aggregate amount not-to-exceed to \$96,514, and reduce the individual amounts not-to-exceed as set forth in Schedule "B", and
- 2) Enter into agreements with the four (4) agencies listed in Schedule "C", for the provision of the Shelter + Care services for homeless and disabled persons, for the term from January 1, 2009 through December 31, 2014, in a total aggregate amount not-to-exceed \$1,427,207, and in the individual not-to-exceed amounts set forth in Schedule "C", to be paid in accordance with approved regulations prescribed by the United States Department of Housing and Urban Development.

is hereby amended to (1) replace Schedule "B" with Schedule "B-1", (2.) reduce the total aggregate amount not-to-exceed for the County's two (2) agreements with Helping Out People Everywhere, Inc. to \$96,507, and reduce the individual amounts not-to-exceed as set forth in Schedule "B-1", (3) replace Schedule "C" with Schedule "C-1" and (4) increase the total aggregate amount not-to-exceed for the County's agreements with the four (4) agencies listed in Schedule "C-1" to \$1,427,214, and modify the individual amounts not-to-exceed as set forth in Schedule "C-1"; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the April 8th Resolution shall remain the same; and be it further

RESOLVED, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute all documents and take all actions necessary to effectuate the purposes hereof.

Account to be charged/credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/Sub Object	Trust Account	Dollars

Budget Funding Year(s) _____ Start Date 01/01/09 End Date 12/31/14
(must match resolution)

Funding Source: Tax Dollars _____
State Aid _____
Federal Aid _____
Other _____

\$0
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 8-5-2010 - JOMARY VIEIRA, SECRETARY

SCHEDULE "A"
(From the original September 24, 2009 Resolution –
Amended by the April 8th Resolution, as reflected in Schedule "B" and Schedule "C")

Agency	Reimbursement Not to Exceed
➤ Human Development Services of Westchester, Inc. (S+C IF)	\$1,427,407
➤ Human Development Services of Westchester, Inc. (S+C IIF)	\$1,184,043
➤ Human Development Services of Westchester, Inc. (S+C IVH)	\$4,033,049
➤ Human Development Services of Westchester, Inc. (S+C VF)	\$1,576,641
➤ Human Development Services of Westchester, Inc. (S+C VID)	\$1,801,977
➤ Human Development Services of Westchester, Inc. (S+C VIIC)	\$925,018
➤ Human Development Services of Westchester, Inc. (S+C VIIIB)	\$1,070,600
➤ Human Development Services of Westchester, Inc. (S+C IXA)	\$1,193,867
➤ Guidance Center, Inc. (S+C III I)	\$2,021,608
➤ Guidance Center, Inc. (S+C VF)	\$825,672
➤ Grace Church Community Center, Inc. (S+C IIF)	\$1,546,283
➤ Grace Church Community Center, Inc. (S+C IVH)	\$1,342,013
➤ Helping Out People Everywhere, Inc. (VID)	\$787,071
➤ Helping Out People Everywhere, Inc. (VIIIB)	\$736,650
➤ Pathways to Housing, Inc. (VIIIB)	\$733,377
➤ The Sharing Community, Inc. (VIIIB)	\$733,377
➤ Lexington Center for Recovery, Inc. (IF)	\$2,235,898
➤ Lexington Center for Recovery, Inc. (IIF)	\$1,540,877
➤ Lexington Center for Recovery, Inc. (III I)	\$1,837,827
➤ Lexington Center for Recovery, Inc. (VF)	\$1,085,170
➤ Westchester Residential Opportunities, Inc. (IF)	\$1,912,501
➤ Westchester Residential Opportunities, Inc. (IIF)	\$1,135,387
➤ Westchester Residential Opportunities, Inc. (VIIC)	\$340,395
➤ Westhab, Inc. (III I)	\$1,709,743
➤ Westhab, Inc. (IVH)	\$1,651,158
➤ Mental Health Association of Westchester County, Inc. (VF)	\$444,286
TOTAL	\$35,831,895

APPROVED BOARD OF ACQUISITION & CONTRACT - 8-5-2010 - JOHANNY V. SECRETARY

SCHEDULE "B"
(From April 8th Resolution)

Agency	Original Reimbursement Not-to-Exceed	New Reimbursement Not-to-Exceed
Helping Out People Everywhere, Inc. (VID) – 7 fewer units of housing	\$787,071	\$62,536
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(Proposed Replacement for Schedule "B")

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(From April 8th Resolution)

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