



Robert P. Astorino
County Executive

Department of Social Services

Grant E. Mitchell, M.D.
Acting Commissioner

15062

DATE: October 21, 2010

TO: Board of Acquisition and Contract

FROM: Grant E. Mitchell, MD
Acting Commissioner, Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with **Westhab, Inc.** to manage and operate up to 185 scattered site transitional housing units for homeless families and singles for the period January 1, 2011 through December 31, 2011 for an amount not to exceed \$6,595,642 to be paid monthly based on utilization at per diems that are set for each unit pursuant to an approved budget and subject to appropriation

Transmitted herewith is a resolution requesting authority from your Honorable Board to enter into an agreement with Westhab, Inc. to manage and operate up to 185 scattered site transitional housing units for homeless families and singles, for the period January 1, 2011 through December 31, 2011, for an amount not to exceed \$6,595,642 to be paid monthly based on utilization at per diems that are set for each unit pursuant to an approved budget and subject to appropriation. There has been no increase in the amount requested for 2011 from that of last year. Families housed in the apartments are provided supportive services including casework services, case management, life skills and budget management training, assistance in seeking permanent housing and counseling to pursue self-sufficiency and independence from public assistance.

The **public purpose** of the program is to assist homeless families and singles in the County in a successful transition from welfare to self-sufficiency and promote economic independence by providing emergency housing and supportive services.

The **goals and objectives** of the program are as follows:

- to obtain and manage temporary scattered site apartments for families currently living in a shelter

- to provide case management services to address the barriers to obtaining and maintaining permanent housing
- to provide information and referrals to address the individual's and family's barriers
- to coordinate with community agencies to find jobs and permanent housing for customers.

The goals and objectives of this program are in **the best interests of the County in terms of public health and public safety** as they are aimed at ensuring and enhancing the health and safety of the targeted population.

- The County enhances public safety by providing vulnerable families with transitional housing
- Housing women and children will reduce the risk of them becoming victims of crime and developing general health related issues that result from not having appropriate shelter
- Eligible homeless families will receive direct supportive services: employment and training, case management sessions, life skills counseling in addition to linkages to programs to address their housing needs
- These services are aimed at improving the quality of life of the homeless population in the County

The goals and objectives of this program are in the County's **best interests in terms of fiscal responsibility** as the supportive services provided under this program through the case management model will help families to transition off welfare and thereby lower public assistance costs. As families obtain housing subsidies to secure permanent housing in conjunction with employment, their dependency on public assistance funding is significantly reduced.

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

The **Department is able to report that the vendor's Performance Measurement Indicators** reflect that Westhab housing program met its goals of housing eligible customers referred by the Department. The facility accepted 100% of appropriate referrals during the 2010 contract period. As of 9/30/10, this program has served 110 families and 25 singles. We are able to report the following outcomes:

- Secured Permanent Housing: 49 or 45% of families
- Secured Permanent Housing: 6 or 24% of singles

This contract is exempt from the Westchester County Procurement Policy pursuant to Section 3 (a) (xiv).

Accordingly, the County of Westchester is seeking authority from your Honorable Board to enter into an agreement with Westhab, Inc. for the aforesaid purpose.

A resolution requesting the same is attached for your Honorable Board's approval.

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-23-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with Westhab, Inc. to manage and operate up to 185 scattered site transitional housing units for homeless families and singles, for the period January 1, 2011 through December 31, 2011, for an amount not to exceed \$6,595,642 to be paid monthly based on utilization at per diems that are set for each unit pursuant to an approved budget; and be it further

RESOLVED, that this contract is subject to County Appropriation; 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 empowered to execute all documents and take all actions necessary to effectuate the purposes hereof.

APPROVED BOARD OF ACQUISITION & CONTRACTS - JUNE 10, 2010
JIM RIVERA, SECRETARY

Account to be charged/credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2011	101	22	8900	5850	_____	\$6,595,642

Budget Funding Year(s): 2011
(must match resolution)

Start Date: 1/1/11

End Date: 12/31/11

Funding Source

Tax Dollars 25%

State Aid 25%

\$6,595,642

Federal Aid 50%

(must match resolution)

Other _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 11-23-2010 - JOMARY VIEIRA, SECRETARY