

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**23501**

**To:** Board of Acquisition and Contract

**From:** Kevin M. McGuire, Commissioner  
Department of Social Services

**Date:** December 7, 2011

**Re: Authority for the County to enter into an agreement with Volunteers of America – Greater New York, Inc. to operate a shelter for up to one hundred forty-nine (149) homeless individuals at the Grasslands Homeless Shelter located at 25 Operations Drive, Valhalla, New York for the term October 1, 2011 through September 30, 2012 in the total amount not to exceed \$3,744,532, to be paid pursuant to an approved budget and subject to appropriations**

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The County of Westchester requests authorization to enter into an agreement with Volunteers of America – Greater New York, Inc. (“VOA”) to operate a shelter for up to one hundred forty-nine (149) homeless individuals at the County’s Grasslands Homeless Shelter located at 24 Operations Drive, Valhalla, New York for the term October 1, 2011 through September 30, 2012 in the total amount not to exceed \$3,744,532, to be paid pursuant to an approved budget and subject to appropriations. Pursuant to a lease from the County to VOA which expired on September 30, 2011, VOA has operated this facility since 2005. Because the original Lease included renovations to the building which have been completed, a lease is no longer required and a simple operating agreement is being requested at this time. It is of note, that as a result of the repayment of the underlying debt on the renovations, the cost of operating the Grasslands Homeless Shelter, pursuant to the proposed agreement, includes approximately \$2,500,000 in annual savings.

The services provided pursuant to the proposed agreement with VOA would **serve the public purpose** of providing shelter to homeless individuals 24 hours a day and would include case management services, attendance at mandated treatment programs, assistance in becoming housing ready and in obtaining permanent housing.

The **goals and objectives** of the proposed agreement are to provide emergency shelter to all individuals referred by the Department, to provide 24 hour supervision, meals, counseling as well as supportive services including referrals to outside agencies for job training, drug/alcohol program, medical treatment, education and life skills.

The goals and objectives of this program are in **the best interests of the County in terms of public health and public safety** as the proposed agreement to operate the Grasslands Homeless Shelter will enhance and ensure the health and safety of the targeted population by providing shelter for persons who would otherwise be on the street, thereby reducing the risk of crime.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as the goal of enabling permanent housing would provide homeless persons with life skills training which would reduce their dependence on public assistance.

**The goals and objectives will be tracked and monitored** through performance measurement indicators developed by the Department and approved by the County Budget Office. The tracking and monitoring include the submission of monthly statistics and quarterly reports as well as through direct contact with the D.S.S. staff in order to swiftly address any impediments to the program's success.

The **Department is able to report that the vendor's Performance Measurement Indicators** reflect that VOA- Grasslands Homeless Shelter program met its goal of housing eligible persons referred by the Department. The facility accepted 100% of appropriate referrals during the 2010-2011 contract period. For the period 10/1/10 through 9/30/11, the program served 567 unduplicated program participants. The Department is also able to report the following outcomes for the aforementioned period:

- Average Length of Stay for all customers: 82 days
- # of the individuals who secured permanent housing: 137
- # of the individuals who secured transitional housing: 115

The proposed agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xiv) thereof.

A resolution is annexed hereto, which I recommend for your favorable consideration.

KMM/DI  
Attachment

## RESOLUTION

Upon a communication from the 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 Volunteers of America – Greater New York, Inc. (“VOA”) to operate a shelter for up to one hundred forty-nine (149) homeless individuals at the County’s Grasslands Homeless Shelter located at 24 Operations Drive, Valhalla, New York for the term October 1, 2011 through September 30, 2012 in the total amount not to exceed \$3,744,532, to be paid pursuant to an approved budget and subject to appropriations; and be it further

**RESOLVED**, that these agreement is subject to County appropriations; and be it further

**RESOLVED**, that this agreement is also subject to further financial analysis of the impact of any New York State Budget (“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 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 impact of any such budget(s) 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 the agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive or his authorized designee is empowered to execute any and all documents 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
2011	101	22	8900	5860	-----	\$ 936,133
2012	101	22	8900	5860	-----	\$2,808,399

Budget Funding Year(s) 2011 – 2012 Start Date 10/1/11 End Date 9/30/12  
 (must match resolution)

Funding Source Tax Dollars: 71%

State Aid: 29%

\$3,744,532 Federal Aid:  
 (must match resolution)

Other:

APPROVED BOARD OF ACQUISITION CONTRACT - 12/29/2011 - JOAQUIM VEIRA, SECRETARY