

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

26269

To: Board of Acquisition and Contract

From: Kevin M. McGuire
Commissioner of Social Services

Date: April 12, 2012

Re: **Authority for the County of Westchester to enter into an agreement with Westchester Community Opportunity Program, Inc. to manage and provide a New Rochelle Emergency Overnight Shelter for the term April 16, 2012 through December 31, 2012 in an amount not to exceed \$304,576 payable pursuant to an approved budget, with the County having the option to extend the term of the agreement for five additional one-year terms**

On February 21, 2012, the Westchester County Department of Social Services ("Department") issued a Request for Proposals for the "Provision of a New Rochelle Emergency Overnight Shelter" (the "RFP"). The Department received two proposals, and after a committee rated each proposal based on the evaluation criteria contained in the RFP, the Department has determined that the proposal from Westchester Community Opportunity Program, Inc. ("WestCOP") received the highest cumulative score and was the most cost effective and advantageous. It is therefore recommended that your Honorable Board authorize the County of Westchester to enter into an agreement with WestCOP to provide a New Rochelle emergency overnight shelter for the term April 16, 2012 through December 31, 2012 in an amount not to exceed \$304,576 payable pursuant to an approved budget and subject to appropriations, with the County having the option to extend the agreement for five additional one-year terms at prices to be negotiated.

The agreement will serve the **public purpose** of providing a safe, sanitary, warm, dry place for people who are not housed and do not currently participate in the formal County shelter system. The individuals to be served by the emergency shelter are in need of housing, and may

have been disqualified from a public assistance program for failing to comply with a rule, procedure or regulation or are otherwise ineligible for DSS benefits.

The **goals and objectives** of the proposed agreement are to provide an emergency overnight shelter for homeless individuals.

The goals and objectives of the proposed agreement are in the **best interests of the County in terms of health and safety** as this program provides a temporary shelter and protects the targeted population from exposure to severe weather conditions and keeps them off the streets during the night hours.

The **goals and objectives of the proposed agreement will be tracked and monitored** by the Department using the Performance Measurement Indicators developed by the Department and approved by the County Budget Office. They include, but are not limited to, the submission of monthly statistics and quarterly report as well as direct contact with DSS staff.

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

KMM/DI

APPROVED BOARD OF ACQUISITION & CONTRACTS 06/21/2012 JOHNNY VIEIRA SECRETARY

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 Westchester Community Opportunity Program, Inc. in the amount of \$304,576 for the provision of a New Rochelle Emergency Overnight Shelter for the term April 16, 2012 through December 31, 2012 (the "Agreement") to be paid pursuant to an approved budget, with an option on the part of the County to extend the Agreement for five additional one-year terms at prices to be negotiated; and be it further

RESOLVED, that this contract 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
2012

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
101	22	8900	5860	-----	\$304,576

Budget Funding Year(s): 2012
(must match resolution)

Start Date: 04/16/12 End Date: 12/31/12

Funding Source

Tax Dollars: 71%

State Aid: 29%

\$304,576
(must match resolution)

Federal Aid:

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/21/2012 - JOMAR VIEIRA, SECRETARY