

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**29500**

DATE: September 21, 2012

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire  
Commissioner, Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to amend an agreement with Westhab, Inc. to operate a transitional shelter for homeless, employable single men at a facility known as the **Vaughn Glanton Employment Residence** for the period January 1, 2012 through December 31, 2012 in order to increase the amount not to exceed by \$65,775 from an amount not to exceed \$1,039,301 to a new total amount not to exceed \$1,105,076 to be paid monthly pursuant to an approved budget and subject to appropriation

On January 19, 2012, your Honorable Board approved a resolution authorizing the County of Westchester, acting by and through its Department of Social Services, to enter into an agreement with Westhab, Inc. to operate a transitional shelter for homeless, employable single men at a facility known as the Vaughn Glanton Employment Residence located at 17 South Second Avenue, Mount Vernon, New York for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$1,039,301 to be paid monthly pursuant to an approved budget and subject to appropriation. The agreement was subsequently executed.

Approval is now requested to amend the agreement in order to increase the amount not to exceed by \$65,775 from an amount not to exceed \$1,039,301 to a new total amount not to exceed \$1,105,076 in order to effect the full conversion of the facility and to enable the facility to function during the transition period. The conversion of this facility allowed two other Westhab run single programs, Burling Lane and Longview House to close, providing for both a more efficient use of single homeless capacity and overall cost savings to the county. Additionally, it allowed for expanded services to be provided at Vaughn Glanton to meet the increased demands of the contracted capacity.

The **public purpose** of the proposed agreement is to ensure the health and safety of some of Westchester County's most vulnerable population. This is achieved by assisting homeless, employable single men to transition from homelessness to economic independence and self-sufficiency, while providing them with shelter and supportive services.

The **goals and objectives** of the program are to provide immediate transitional housing to homeless, employable single men. Westhab -Vaughn Glanton Employment Residence program also provides 24 hours on-site supervision, meals, supportive services to include assistance in finding permanent housing, job search and job placement services and linkages to outside agencies for drug/alcohol programs, and medical treatment.

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 enhancing and ensuring the health and safety of the targeted population by providing immediate transitional housing and onsite supervision. This program creates a safe haven for the targeted population, thereby reducing the risk of them becoming victims of crime and developing general health related issues that result from not having appropriate shelter.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as the services provided assist the targeted population in finding permanent housing, thereby decreasing the cost associated with providing emergency housing. Additionally, program participants, through the employment services provided under this contract, may become gainfully employed, thereby reducing their dependency 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 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 the Vaughn Glanton Employment Residence program met its goal of housing eligible population referred by the Department. The facility accepted 100% of appropriate referrals during the 2012 contract period. As of 9/1/12, the program served 66 program participants and succeeded in securing permanent housing for 30 program participants. The average length of stay was 172 days. Also, 12 program participants secured employment.

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

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

Therefore, the County of Westchester is hereby requesting permission to amend the agreement with Westhab, Inc. for the aforesaid purpose.

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

## 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 amend an agreement with Westhab, Inc., to operate a shelter for employable single men at a facility known as the Vaughn Glanton Employment Residence located at 17 South Second Avenue, Mount Vernon, New York for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$1,039,301 by increasing the amount not to exceed by \$65,775 from an amount not to exceed \$1,039,301 to a new total amount not to exceed \$1,105,076 to be paid monthly pursuant to an approved budget; and be it further

**RESOLVED**, that this agreement 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 except as specifically amend hereby, all other terms and conditions of the original agreement shall remain the same; and be it further

**RESOLVED**, that the County Executive or his authorized designee is empowered to execute any document necessary to implement this Resolution.

Original agreement: \$1,039,301  
**This amendment**     \$65,775  
Total                     \$1,105,076

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object Sub-Object	Trust Account	Dollars
101	22	8900	3860	-----	\$65,775

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

Start Date: N/A

End Date: N/A\_\_\_\_\_

Funding Source

Tax Dollars: 71%

State Aid: 29%

\$65,775

(must match resolution)

Federal Aid:

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/01/2012 - JOMAR NEIRA, SECRETARY