

34282

DATE: May 31, 2013

TO: Board of Acquisition and Contract

FROM: Edward Buroughs
Commissioner of Planning

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with Grace Church Community Center, Inc., to administer a Rental Assistance Program under the Housing Opportunities for Persons with AIDS (HOPWA) Program

The attached resolution authorizes the County of Westchester to enter into an agreement with Grace Church Community Center, Inc., to provide funding for the purpose of administering a rental assistance program under the Housing Opportunities for Persons with AIDS (HOPWA) Program consisting of case management services and rental assistance. The program will help approximately 87 households under the Tenant Based Rental Assistance (TBRA) as well as provide case management services in order for these persons with AIDS/HIV and their families to remain housed. The total of the grant is \$1,244,408.00, and the term of the agreement is April 1, 2013, to May 31, 2014, to be paid pursuant to an approved budget.

Grace Church Community Center, Inc., has been administering this program, funded through the County's HOPWA Program, for the past 21 years. As per information we received from the Department of Health, that there is no other agency in the Hudson Valley that can provide these services. Westchester County received the HOPWA grant from the U.S. Department of Housing and Urban Development through New York City. Through this grant, rental subsidies and case management services are provided to low income persons with HIV/AIDS and their families throughout Westchester County to enable them to remain in their homes. Funding for this program is allocated as follows: TBRA \$875,408.00 (rental subsidies are determined on a case by case basis according to Section 8 eligibility guidelines) and \$369,000.00 for supportive services (case management services and related supportive services, with administrative fees not to exceed 7 percent of the expenditures amount).

The goal and objective of this program is to assist persons with HIV/AIDS and their families with supportive services and rental housing assistance so that they can remain in permanent and affordable housing. The program will be monitored by the Department of Planning. Grace Church Community Center will submit quarterly reports and an annual performance report at the end of the calendar year; site visits will be conducted.

Ordinarily, Section 6 of the County's Procurement Policy would require the County to issue a Request for Proposals in order to procure this type of service. However, this is exempt from competitive procurement pursuant to Section 3(a)(xi), which exempts "any procurement made pursuant to procurement procedures provided for under any other federal or state law applicable to such procurement." The services being procured will be paid for with federal funds from the United States Department of Housing and Urban Development ("HUD"). Procurements with these funds are required to comply with the Grants

Management Common Rule, as codified by HUD in Title 24, Part 85 of the Code of Federal Regulations. Under 24 CFR 85(d)(4)(i)(A), the County may procure these services non-competitively if they are “available only from a single source.” The County’s Department of Health has advised that these services are only available from a single source, as Grace Church Community Center, Inc. is the only known provider of both Case Management and Rental Assistance to persons living with HIV/AIDS that is located within the lower Hudson Valley area.

Act # 2012-119, adopted by the Westchester County Board of Legislators on September 10, 2012, authorized Westchester County to amend an agreement with the City of New York to receive Federal grant funds under the Housing Opportunities for Person with Aids Program for Fiscal Year 2012 in the amount of \$2,019,229.00, for Year Twenty-One (Fiscal Year 2012) HOPWA grant funds. On October 25, 2012, the Board of Acquisition and Contract approved a resolution authorizing the County to administer the HOPWA grant.

Act # 2013-84, adopted by the Westchester County Board of Legislators on May 20, 2013 authorized the County of Westchester to enter into three year Intermunicipal Grant Agreement with the City of New York for the purposes entering into a three year agreement commencing on April 1, 2013 under the Housing Opportunities for Person With AIDS Program.

I recommend approval of this agreement.

EB/cp
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACTS OCT 07/11/2013 COUNTY CLERK VIERA SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING BE IT HEREBY

RESOLVED: that the County of Westchester is hereby authorized to enter into an agreement with Grace Church Community Center, Inc., through the Housing Opportunities for Persons with AIDS Program, in the amount of \$1,244,408.00, pursuant to an approved budget, for a term beginning April 1, 2013, and ending May 31, 2014, to help approximately 87 households under the Tenant Based Rental Assistance (TBRA) as well as provide case management services in order for these persons with AIDS/HIV and their families to remain housed, and be it further

RESOLVED: that the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate purposes hereof.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
263	19	175M	4380	T175	\$1,244,408.00

Budget Funding Year(s) FY 2012 Start Date April 1, 2013 End Date May 31, 2014
(must match resolution)

Funding Source Tax Dollars _____
State Aid _____
\$1,244,408.00 Federal Aid \$1,244,408.00 – U.S. Department of Housing and Urban Development
(must match resolution) Other _____