



Robert P. Astorino
County Executive

Department of Social Services

Kevin McGuire
Commissioner

34425

Date: July 5, 2013

To: Honorable Members of the Board of Acquisition & Contract

From: Kevin McGuire, Commissioner
Department of Social Services

Subject: Authority for the County of Westchester to enter into an agreement with the Westchester Coalition for the Hungry and Homeless, Inc. (WCHH) to provide homelessness prevention, eviction intervention assistance and other related mediation services between tenants and landlords at the White Plains and Peekskill District Offices of the Department of Social Services for the period July 1, 2013 through June 30, 2014 for an amount not-to-exceed \$110,000 to be paid monthly pursuant to an approved budget and subject to appropriation

Authorization is requested for the County of Westchester to enter into an agreement with the Westchester Coalition for the Hungry and Homeless, Inc. (“WCHH”) to provide homelessness prevention, eviction intervention assistance and other related mediation services between tenants and landlords at the White Plains and Peekskill District Offices of the Department of Social Services (the “Department”), for the period July 1, 2013 through June 30, 2014 for an amount not to exceed \$110,000 to be paid monthly pursuant to an approved budget and subject to appropriation.

The public purpose of this contract is to ensure adequate protection for those people who are in jeopardy of becoming homeless as a result of eviction or those in imminent risk of losing their homes.

The goals and objectives of the WCHH Eviction Prevention Program are to prevent the eviction of at-risk families using the following tools:

- Perform intervention to maintain existing housing arrangements
- Secure suitable replacement permanent housing, if necessary
- Provide a Telephone Housing Counseling Hotline
- Perform a risk assessment and service plan for each family
- Conduct Credit/Money Management counseling and workshops
- Providing linkages to other fiscal resources available in the community
- Assist customers in completing applications for Section 8 vouchers and public housing
- Advocate on the customer's behalf in housing courts to resolve conflicts relating to lease disputes, rent arrears, code violation, eviction proceedings, rent overcharges, rent increases and recovery of security deposits

The goals and objectives are in the best interest of the County in terms of health and safety. Individuals will benefit from living in apartments that provide stable safe places in which to reside. Children especially will benefit from avoiding or leaving the trauma of a displaced shelter life. The foundation of a private apartment will also help to nourish family life and thus make it more likely that families may successfully move toward or maintain self-sufficiency and better lives in general. The provision of these services at the White Plains and Peekskill District Offices will also result in enhanced stability for families as well as access to otherwise often unavailable resources which in turn will improve the lives of multiple generations.

These goals are in the best interest of the County in terms of fiscal responsibility as they involve the provision of services which aid in the prevention of homelessness. This, in turn, reduces the taxpayer's participation in caring for and supporting the homeless population in the County.

The goals and objectives are monitored using the performance measurement indicators developed by the Department and approved by the County Budget Office. Monthly performance reports and narratives are submitted by the vendor to the Department. These reports detail the accomplishments relative to the contract's objectives. There are also phone contacts with the vendor regarding any issues that may arise. Based on the statistics available through February, 2013, the Department is able to report the following:

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|------------------------------------------|-----|
| ▪ Number served | 254 |
| ▪ Number of referrals resolved | 161 |
| ▪ Number who maintained existing housing | 219 |
| ▪ Number who secured replacement housing | 51 |
| ▪ Number placed in shelters | 0 |

This agreement is exempt from the requirements of the Westchester County Procurement Policy, pursuant to Section 3(a) (xiv) thereof, which exempts "any procurement for the purpose of entering into a contract or contracts with not-for-profit organizations for the purposes of providing aid, care and support to persons in need of

public assistance”. This contract is also exempt from the application of the Common Grant Rule as the program falls under the Social Services Block category.

Accordingly, I most respectfully recommend approval of the attached Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/08/2013 - JOMARY VIEIRA SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), is hereby authorized to enter into an agreement with the Westchester Coalition for the Hungry and Homeless, Inc. ("WCHH") to provide homelessness prevention, eviction intervention assistance and other related mediation services between tenants and landlords at the White Plains and Peekskill District Offices of the Department for the period July 1, 2013 through June 30, 2014 for an amount not-to-exceed \$110,000 to be paid monthly pursuant to an approved budget (the "Agreement"); and be it further

RESOLVED, that this 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 (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 duly authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purpose of this Resolution.

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2013	101	22	8900	5960	-----	\$60,000
2014	101	22	8900	5960	-----	\$50,000

Budget Funding Year(s): 2013-2014 Start Date: 7/1/13 End Date: 6/30/14
(must match resolution)

Funding Source Tax Dollars: 73%
 State Aid: 0
\$110,000 Federal Aid: 27%
(must match resolution) Other:

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APPROVED BOARD OF ACQUISITION & CONTRACTS - 08/05/2013 - JOMAR WEIRA, SECRETARY

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/08/2013 - JOMARY VIEIRA, SECRETARY