

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**35499**

**DATE:** August 9, 2013

**TO:** Board of Acquisition and Contract

**FROM:** Kevin McGuire  
Commissioner of Social Services

**SUBJECT:** Resolution authorizing the County of Westchester, acting by and through its Department of Social Services, to enter into an agreement with Westhab, Inc. ("Westhab") to operate a supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the period September 1, 2013 through August 31, 2014 in an amount not to exceed \$209,400

---

Authority is requested for the County of Westchester, acting by and through its Department of Social Services (the "Department"), to enter into an agreement with Westhab to operate a supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the period September 1, 2013 through August 31, 2014 in an amount not to exceed \$209,400.

The program to be operated pursuant to this agreement serves a **public purpose** because it is designed to assist homeless families and individuals in the County of Westchester to become self sufficient and economically independent by providing them with the necessary housing.

The **goals and objectives** of the aforesaid agreement is to implement a supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York to help these households move toward self sufficiency from their dependence on public assistance.

The goals and objectives are in the **best interests of the County** in terms of **fiscal responsibility** as they are addressing the issues of homelessness and joblessness in the County. The program would help the County in reducing the number of homeless individuals on public assistance as many of the participants would find gainful employment and permanent housing. This would not only improve the economic situation of these families and individuals but also of the County as the County will be spending less money on public assistance.

The **goals and objectives will be monitored** by HUD and the Department. All HUD contracts are required to submit Annual Progress Reports (APRs) as a requirement to receive funding. These multi-page reports capture statistical data on those served, the various categories they fall into, the milestones reached, the money expended, etc. which must match the program outlined in the Technical Submission. If the reports are not submitted, HUD may withhold the money. The Department would be using the same standards in authorizing payments to the vendor.

It should be noted that Westhab was named as a sub-recipient of the grant funds. The federal funding for this program is exempt from the Common Grant rules as this is a renewal grant, which may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a). The proposed agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)xi.

Accordingly, authority is hereby requested for the County of Westchester, acting through and by its Department of Social Services, to enter into the aforesaid agreement for purposes stated above.

A resolution requesting the same is attached for your Honorable Board's approval

KM/PS

**RESOLUTION**

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

**RESOLVED**, that the County of Westchester, acting by and through its Department of Social Services, is hereby authorized to enter into an agreement with Westhab, Inc. to operate a supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the period September 1, 2013 through August 31, 2014 for an amount not to exceed \$209,400; and be it further

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

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	688N	4380	T688	\$209,400

Budget Funding Year(s): 2013 Start Date: 09/01/13 End Date: 08/31/14  
 (Must match resolution)

Funding Source

**\$209,400**  
 (must match resolution)

Tax Dollars:

State Aid:

Federal Aid: 100%

Other:

APPROVED BOARD OF ACQUISITION & CONTRACTS 09/12/2013 JIMMY VIEIRA, SECRETARY