



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

39181

DATE: March 21, 2014

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to amend an agreement with Daniel Gore, pursuant to which Mr. Gore was to provide consulting services for the operation, management, and coordination of the County's Homeless Management Information System, in order to, a) extend the term of the agreement to a new expiration date of July 31, 2014, and b) increase the not-to-exceed amount of the Agreement by \$21,159.00

By a resolution approved on March 28, 2013, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with Daniel Gore, pursuant to which Mr. Gore was to provide consulting services for the operation, management, and coordination of the County's Homeless Management Information System ("HMIS"), for an amount not to exceed \$126,950.00, pursuant to an approved budget, for the period March 1, 2013 through February 28, 2014 (the "Agreement"). The Agreement was subsequently executed.

The Agreement was funded by a grant (the "Grant") from the United States Department of Housing and Urban Development ("HUD"). Recently, the County received from HUD a no-cost extension of the Grant, so that the County can continue to use the Grant funds for an additional six (6) months, through July 31, 2014. Accordingly, the County has the Grant funds available to pay for these vital HMIS-related services for an additional six (6) months.

However, the County has not yet had time to perform competitive procurement for these services for this additional period. In order to avoid the exigency that would be caused by a gap in these vital services, the County respectfully requests that your Honorable Board authorize the County to amend the Agreement in order to, a.) extend the term of the Agreement to a new expiration date of July 31, 2014, and b.) increase the not-to-exceed amount of the Agreement by \$21,159.00, to a new not-to-exceed amount of \$148,109.00. During this proposed extended

term, the County would perform competitive procurement for these services the period beyond April 30, 2014.

Except as specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect.

The proposed agreement will serve a public purpose by providing the County with the services it needs to continue to have its Continuum of Care's HUD-mandated HMIS operated, managed, and coordinated properly.

The goal and objective of the proposed agreement is to continue to provide the County with the services it needs to have its Continuum of Care's HUD-mandated HMIS operated, managed, and coordinated properly.

The goal and objective of the proposed agreement is in the best interests of the County in terms of both safety and security and health, as the County continuing to have an HMIS that is operated, managed, and coordinated properly is, ultimately, important to the County providing the homeless population in the County with the services that they need in order to ensure that they are safe and healthy.

The goals and objectives of the proposed agreement will be tracked and monitored by the staff of the Department.

The proposed amendment agreement with Daniel Gore is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)xi thereof, which exempts "any procurement made pursuant to procurement procedures provided for under any other federal or state law applicable to such procurement." Specifically, this procurement complies with 24 C.F.R. 85.36(d)(4)(i)(B).

I respectfully recommend your Honorable Board's approval of the attached Resolution.

KMM/PMG/bdm/nn

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an agreement with Daniel Gore, pursuant to which Mr. Gore was to provide consulting services for the operation, management, and coordination of the County's Homeless Management Information System ("HMIS"), for an amount not to exceed \$126,950.00, pursuant to an approved budget, for the period March 1, 2013 through February 28, 2014 (the "Agreement"), in order to, a) extend the term of the Agreement to a new expiration date of July 31, 2014, and b) increase the not-to-exceed amount of the Agreement by \$21,159.00, to a new not-to-exceed amount of \$148,109.00; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive, or his authorized designee, is authorized to execute any and all documents necessary to effectuate the purposes hereof.

Original Agreement: \$126,950.00
This Amendment \$ 21,159.00
TOTAL \$148,109.00

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	22	688N	4380	T688	\$21,159.00

Budget Funding Year(s): 2014 Start Date: N/A End Date: 07/31/14
(must match resolution)

Funding Source Tax Dollars:
 State Aid:
\$21,159.00 Federal Aid: 100%
(must match t resolution) Other: _____