



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

40354

DATE: May 19, 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 increase the not-to-exceed amount of the agreement by \$31,738.00.

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 "Original Agreement"). The Original Agreement was subsequently executed.

By a resolution approved on April 17, 2014 (the "April 17th Resolution"), your Honorable Board authorized the County to amend the Original Agreement in order to, a) extend the term of the Original Agreement to a new expiration date of July 31, 2014, and b) increase the not-to-exceed amount of the Original Agreement by \$21,159.00, to a new not-to-exceed amount of \$148,109.00 (the "First Amendment"). The First Amendment was subsequently executed.

The Original Agreement was funded by a grant (the "Grant") from the United States Department of Housing and Urban Development ("HUD"). The County sought authority for, and entered into, the First Amendment based on a no-cost extension of the Grant that the County received from HUD. However, the First Amendment included only a portion of the Grant funds that were available for the services to be provided by Mr. Gore. The County recently determined that it had neglected to allocate sufficient funds to cover the full term of the First Amendment,

and that additional funds will be necessary in order to ensure that the County receives from Mr. Gore, through July 31, 2014, all of the above-described services that it will require.

Accordingly, the County respectfully requests that your Honorable Board authorize the County to amend the Original Agreement, as amended by the First Amendment, (the "Agreement") in order to increase the not-to-exceed amount of the Agreement by \$31,738.00, to a new not-to-exceed amount of \$179,847.00, in order to pay for services through July 31, 2014.

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

The proposed amendment will serve a public purpose by ensuring that the County can pay for and receives 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 amendment is to ensure that the County can pay for and receives 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 amendment is in the best interests of the County in terms of both safety and security and health, as ensuring that the County has 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 amendment will be tracked and monitored by the staff of the Department.

As described in the April 17th Resolution, the procurement from Mr. Gore of services through July 31, 2014 are 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, the 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 \$148,109.00, pursuant to an approved budget, for the period March 1, 2013 through July 31, 2014 (the "Agreement"), in order to increase the not-to-exceed amount of the Agreement by \$31,738.00, to a new not-to-exceed amount of \$179,847.00, in order to pay for services through July 31, 2014; 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
 First Amendment \$ 21,159
 This Amendment \$ 31,738
 TOTAL \$179,847

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	688N	4380	T688	\$31,738

Budget Funding Year(s):2013 Start Date: 3/1/2014 End Date: 7/31/14
 (must match resolution)

Funding Source Tax Dollars:
 State Aid:
\$31,738 Federal Aid: 100%
 (must match t resolution) Other: