

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

53709

DATE: December 2, 2016

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to enter into an agreement with Westchester Community Opportunity Program, Inc., to operate an Emergency Overnight Shelter for single adult men and women at 19 Washington Avenue, New Rochelle, New York, in an amount not-to-exceed \$441,374, for the period January 1, 2017 through December 31, 2017, with the County having the sole option to extend the term for up to four one-year periods thereafter.

Authority is requested for the County of Westchester (the "County") to enter into an agreement (the "Agreement") with Westchester Community Opportunity Program, Inc. ("WestCOP"), pursuant to which WestCOP will operate an Emergency Overnight Shelter for single adult men and women at 19 Washington Avenue in New Rochelle (the "Facility"), for an amount not-to-exceed \$441,374, payable pursuant to an approved budget, for the period from January 1, 2017 through December 31, 2017 (the "Initial Term"), with the County having the sole option to extend the term for up to four one-year periods thereafter (each an "Option Term") at the annual rate of \$441,374 for each of the one-year Option Terms through December 31, 2021.

On October 7, 2016, the County, acting by and through the Department of Social Services ("DSS"), issued a Request for Proposals for the Operation of an Emergency Overnight Shelter in New Rochelle/Mount Vernon ("RFP"). In response to the RFP, DSS received two proposals; a proposal from WestCOP and another from The House of Genesis 2, Inc. DSS reviewed the proposals for evaluation and determined that the location/facility proposed by The House of Genesis 2, Inc. did not have a certificate of occupancy and no application for certificate of occupancy was on file with the City of Mount Vernon. Therefore, the proposal was disqualified. DSS reviewed the proposal submitted by WestCOP and determined that the proposal met all specifications of the RFP. The proposal submitted by WestCOP was reasonable

when compared with the cost of other single adult shelters operating in Westchester County. As part of this analysis, DSS compared the monthly cost per participant from WestCOP's proposal against the monthly cost per participant in single adult shelters located in White Plains, Yonkers and Peekskill. Based on these comparisons, WestCOP's proposal was 64% less than the shelter in White Plains, 18% less than the shelter in Yonkers and 56% less than the shelter in Peekskill. DSS has concluded that the costs of WestCOP's proposal are reasonable.

The proposed Agreement will serve the public purpose of providing a safe, sanitary, warm, dry place for people who are not housed and do not currently participate in the formal County shelter system. The individuals to be served by the emergency shelter are in need of housing, and may have been disqualified from a public assistance program for failing to comply with a rule, procedure or regulation or are otherwise ineligible for DSS benefits.

The goal and objective of the proposed Agreement are met through the provision of services necessary to operate a single adult emergency overnight shelter in the Mount Vernon/New Rochelle area of Westchester County.

The goal and objective of the proposed Agreement is in the best interests of the County in terms of public health and safety, as the County having the services necessary to operate a single adult emergency overnight shelter in the Mount Vernon/New Rochelle area of Westchester County will ensure the health and safety of single adults who seek emergency overnight shelter.

The goals and objectives of the proposed Agreement will be tracked and monitored by DSS.

I respectfully recommend the adoption of the attached Resolution.

KMM/BG/DI

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement (the "Agreement") with Westchester Community Opportunity Program, Inc. ("WestCOP"), pursuant to which WestCOP will operate an Emergency Overnight Shelter for single adult men and women at 19 Washington Avenue in New Rochelle (the "Facility"), for an amount not-to-exceed \$441,374, payable pursuant to an approved budget, for the period from January 1, 2017 through December 31, 2017 (the "Initial Term"), with the County having the sole option to extend the term for up to four one-year periods thereafter (each an "Option Term") at the annual rate of \$441,374 for each of the one-year Option Terms through December 31, 2021; 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 purposes of this Resolution.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	8900	5860	-----	\$441,374

Budget Funding Year(s): 2017 Start Date: 01/01/17 End Date: 12/31/17
(must match resolution)

Funding Source Tax Dollars: 71%
\$441,374 State Aid: 29%
(must match resolution) Federal Aid:
Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/29/2016 - LISA MRIJAJ SECRETARY