

George Latimer  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

61121

**DATE:** January 29, 2018

**TO:** Board of Acquisition and Contract

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

**SUBJECT:** Resolution authorizing the County of Westchester to enter into an agreement with The Sharing Community, Inc. to operate a transitional residence for homeless single men and women at a facility known as **Travers House** located at 100 Vark Street, Yonkers, New York 10701 for the period January 1, 2018 through June 30, 2018 for an amount not to exceed \$303,772 to be paid monthly pursuant to an approved budget and subject to appropriation.

The County of Westchester ("County"), acting by and through its Department of Social Services ("Department"), requests authorization to enter into an agreement with The Sharing Community, Inc. ("Sharing Community") to operate a transitional residence for homeless single men and women at a facility known as **Travers House** located at 100 Vark Street, Yonkers, New York, 10701 for the period from January 1, 2018 through June 30, 2018 for an amount not to exceed \$303,772 to be paid monthly pursuant to an approved budget and subject to appropriation.

The **public purpose** of the proposed agreement is to ensure the health and safety of an eligible homeless population by assisting homeless single men and women with transition from homelessness to economic independence and self-sufficiency through the provision of immediate transitional shelter and supportive services.

The **goals and objectives** of the program are to provide immediate transitional housing to eligible homeless single men and women. The Sharing Community-Travers House program also provides 24 hours of on-site supervision, meals, counseling and supportive services which include, but are not limited to, assistance in finding permanent housing, linkages to outside agencies for job training, drug/alcohol programs, medical treatment, education, and life skills.

The goals and objectives of this program are in **the best interests of the County in terms of public health and public safety** as they are aimed at ensuring the health and safety of the targeted population by providing immediate transitional housing and onsite supervision.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as the services provided assist the targeted population in finding permanent housing which is less

costly than emergency housing. Additionally, these shelter residents have access to employment services to support them in securing employment which enables them to move toward economic independence.

**The goals and objectives will be tracked and monitored** through performance measurement indicators developed by the Department. The tracking and monitoring include the submission of monthly statistics and quarterly reports as well as direct contact with the Department's staff in order to swiftly address any impediments to the program's success.

The **Department is able to report that as part of the Performance Measurement Indicators**, the Sharing Community –Travers House Program provided transitional housing to 31 eligible single men and single women referred by the Department in 2017. During the same period, twenty-three percent (23%) secured permanent housing.

This contract is exempt from the Westchester County Procurement Policy under Section 3(a) (xiv). This contract is not subject to the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule) as there is no federal funding for this program.

Accordingly, the County is hereby requesting permission to enter into an agreement with the Sharing Community, Inc. for the above said purpose.

An appropriate resolution is attached for your Honorable Board's approval.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION  
2018 - LSP/MP/JAS/SECRETARY

## RESOLUTION

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

**RESOLVED**, that the County of Westchester (“County”), acting by and through its Department of Social Services (“Department”), is hereby authorized to enter into an agreement with The Sharing Community, Inc. (“Sharing Community”) to operate a transitional residence for homeless single men and women at a facility known as Travers House located at 100 Vark Street, Yonkers, New York 10701 for the period from January 1, 2018 through June 30, 2018 for an amount not to exceed \$303,772, to be paid monthly pursuant to an approved budget and; be it further

**RESOLVED**, that this agreement is subject to County appropriation; 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 empowered to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	8900	5860	-----	\$303,772

Budget Funding Year(s) 2018  
(must match resolution)

Start Date: 1/1/18

End Date: 06/30/18

Funding Source

Tax Dollars: 71%

State Aid: 29%

Federal Aid: 0%

**\$303,772**

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION  
06/01/2018  
USA MR/AS SECRETARY