



George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

62050

To: Board of Acquisition and Contract

From: Kevin M. McGuire
Commissioner of Social Services

Date: March 6, 2018

Re: **Requesting Authority for the County to amend 1) an Agreement with The Guidance Center of Westchester, Inc. (the “Guidance Center”) to provide up to 65 units of transitional and permanent housing units and supportive services, by extending the contract for six (6) months to end on July 30, 2018 and by increasing the not to exceed amount by \$683,398 payable pursuant to an approved budget and subject to appropriation; and 2) an Agreement with the Mental Health Association of Westchester County, Inc. (“MHA”) to provide supportive services to twenty- six (26) homeless individuals who are diagnosed with mental illness, substance abuse, or other disabling health conditions by extending the contract for six (6) months to end on July 30, 2018 and by increasing the not to exceed amount by \$82,482, payable pursuant to an approved budget and subject to appropriation;**

Pursuant to a Request for Proposal (“RFP”) issued by the Westchester County Department of Social Services on November 5, 2014 and through a Resolution approved by your Honorable Board on December 18, 2014, the County of Westchester (“County”), acting by and through its Department of Social Services (“Department”), entered into two separate agreements: 1) with The Guidance Center of Westchester, Inc. (the “Guidance Center”) to provide up to 65 units of transitional and permanent housing units along with supportive services in an amount not to exceed \$3,901,878 for the term from January 1, 2015 through January 31, 2018 to be paid pursuant to an approved budget and subject to appropriation (the “Guidance Center Agreement”), and 2) with the Mental Health Association of Westchester County, Inc. (“MHA”) to provide supportive services to twenty- six (26) homeless individuals who are diagnosed with mental illness, substance abuse, or other disabling health conditions in an amount

not to exceed \$508,632, for the term from January 1, 2015 through January 31, 2018 to be paid pursuant to an approved budget and subject to appropriation (the "MHA Agreement").

Authority is now requested for the County to amend the Guidance Center Agreement for the provision of up to 65 units of transitional and permanent housing units, along with supportive services, by extending the agreement for six (6) months from February 1, 2018 through July 31, 2018 and by increasing the not to exceed amount by \$683, 398, from an amount not to exceed \$3,901,878 to a new total not to exceed \$4,585,276, to be paid pursuant to an approved budget and subject to appropriation.

Authority is further requested in order to amend the MHA Agreement for the provision of supportive services to twenty- six (26) homeless individuals who are diagnosed with mental illness, substance abuse, or other disabling health conditions by extending the agreement for six (6) months from February 1, 2018 through July 31, 2018 and by increasing the not to exceed amount by \$82,482 from an amount not to exceed \$508,632 to a new total not to exceed \$591,114, to be paid pursuant to an approved budget and subject to appropriation.

These extensions are being requested to issue a Request for Proposal ("RFP") to pick new vendors to operate the program beginning August, 2018. The contracts are exempt from the Westchester County Procurement Policy pursuant to section 3(a) (xiv) thereof, which exempts contracts with not-for-profit organizations that provide aid, care and support to persons in need of public assistance.

The proposed amendments are necessary to allow the County sufficient time to revise the scope of services, issue and review a Request for Proposals for Rental Assistance and Supportive Services for the Homeless ("RFP") and enter into agreements, which will commence in August 2018.

The **public purpose** of the proposed amendments is to assist the County in providing continuous services to stabilize families at risk of homelessness and avoid cost of shelter placement. The **goals and objectives** of the proposed amendment are to provide rental assistance and supportive services for the homeless and for individuals diagnosed with mental illness, substance abuse or other disabling health condition and enable them to remain off public assistance as they continue toward self-sufficiency.

The goals and objectives promote the **public health and safety** because the Agreements will assist the targeted population with maintaining housing, thereby enabling them to live in a safe environment which will reduce their risk of becoming victims of crime and of having negative health consequences.

The **goals and objectives will be tracked and monitored** by the Department to evaluate services using the performance measurement indicators, which include reviewing monthly statistics and quarterly reports, as well as through direct contact with the Department's staff in order to evaluate the performance of the vendor and the effectiveness of the program.

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

Accordingly, a resolution requesting authority to amend the agreements with The Guidance Center of Westchester, Inc. and the Mental Health Association of Westchester, Inc. is annexed hereto, which I recommend for your favorable consideration.

KMM/DI
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/05/2018 - LISA MRIJAJ, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department 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 amend an agreement with The Guidance Center of Westchester, Inc. (the “Guidance Center”) to provide up to 65 units of transitional and permanent housing units along with supportive services (the “Guidance Center Agreement”) for the term from January 1, 2015 through January 31, 2018 in an amount not to exceed \$3,901,878, by extending the agreement for six (6) months for the term February 1, 2018 through July 31, 2018, and by increasing the not to exceed amount by \$683,398 from an amount not to exceed \$3,901,878 to a new total not to exceed \$4,585,276, to be paid pursuant to an approved budget; and be it further

RESOLVED, that County, acting by and through the Department, is hereby authorized to amend an agreement with the Mental Health Association of Westchester County, Inc. (“MHA”) by extending the agreement for six (6) months from February 1, 2018 through July 31, 2018 and by increasing the not to exceed amount by \$82,482 from an amount not to exceed \$508,632 to a new total not to exceed \$591,114, to be paid pursuant to an approved budget; and be it further

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

RESOLVED, that these Agreements are subject to County appropriation; and be it further

RESOLVED, that the agreements are also subject to further financial analysis of the impact of any New York State Budget (“State Budget”) proposed and adopted during the term of these agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State budget and/or 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 impact of any such budget(s) on County finances. After such analysis, the County shall retain the right to either terminate these agreements, 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 the agreement upon reasonable prior written notice; and be it further

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

Original Guidance Center Agmt.: \$3,901,878
This Amendment 683,398
 New Total: \$4,585,276

Original MHA Agmt.: \$508,632
This Amendment: 82,482
 New Total \$591,114

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
2018	101	22	8900	5860	-----	\$765,880

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

Start Date: N/A ___ End Date: 07/31/2018

Funding Source

Tax Dollars: 71%

State Aid: 29%

\$765,880

Federal Aid: 0%

(must match resolution)

Other:

APPROVED BOARD OF ACQUISITION CONTRACT # - 04/05/2018 - LISA M. PIJAL SECRETARY