



George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

70183

DATE: June 11, 2019

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to enter into an agreement with Mount Vernon Neighborhood Health Center, Inc., pursuant to which it will provide healthcare services for homeless individuals and families entering/being admitted to a homeless shelter in Westchester County, for the period from July 1, 2019 through June 30, 2022, with the County having the sole option to extend the term of the agreement for up to two (2) one (1) year periods thereafter.

Authority is requested for the County of Westchester (the "County") to enter into an agreement (the "Agreement") with Mount Vernon Neighborhood Health Center, Inc. ("MVNHC"), pursuant to which MVNHC will provide healthcare services for homeless individuals and families entering/being admitted to a homeless shelter in Westchester County (the "Services"), for the period from July 1, 2019 through June 30, 2022 (the "Initial Term"), with the County having the sole option to extend the term of the agreement for up to two (2) one (1) year periods thereafter (each an "Option Term").

Under the Agreement, MVNHC would be paid an amount not-to-exceed \$3,147,179.00 during the Initial Term, consisting of the following annual not-to-exceed amounts, all of which will be payable pursuant to an approved budget:

Year 1 (7/1/19 – 6/30/20):	\$1,022,684.00
Year 2 (7/1/20 – 6/30/21):	\$1,048,799.00
Year 3 (7/1/21 – 6/30/22):	\$1,075,696.00

Under the Agreement, MVNHC would be paid an amount not-to-exceed \$1,103,401.00 during the first Option Term, and an amount not-to-exceed \$1,131,937.00 during the second Option Term, all of which will be payable pursuant to an approved budget.

In order to comply with applicable New York State regulations, the County must ensure that, within twenty-four (24) hours of entry/admission to a homeless shelter, a) a preliminary health examination is conducted for each family, with said examination performed by qualified medical personnel to ascertain the general health of the family and/or the presence of communicable diseases, and to verify pregnancy, and to evaluate the family's care needs, including the need for treatment of physical and mental health problems, including substance abuse (see: 18 NYCRR 900.6, 18 NYCRR 352.35, 18 NYCRR 351.2(g)), and b.) an interview is conducted for each adult, in order to determine the immediate needs of the adult and whether or not the facility can meet or continue to meet his/her needs, and to evaluate the adult's care needs, including the need for treatment of physical and mental health problems, including substance abuse (see: 18 NYCRR 491.4, 18 NYCRR 352.35, 18 NYCRR 351.2(g)). The County also provides other health services to, and performs other examinations, screenings, assessments, and the like regarding, persons in the County's homeless shelters, as required by law or otherwise required by the County or another source of property authority.

Accordingly, on April 12, 2019, the County, acting by and through its Department of Social Services (the "Department"), issued a request for proposals that solicited proposals from vendors to provide the Services (the "RFP"). In response to the RFP, the Department received one (1) proposal, which was from MVNHC. The Department had several individuals review the proposal from the MVNHC and evaluate it based upon the evaluation criteria specified in the RFP. The Department conducted an analysis of the budget for the proposed Agreement and found that it is reasonable. Based on the Department's review of the proposal from MVNHC and MVNHC's performance under previous contracts with the County, the Department is satisfied that it is a responsible vendor for these services.

The Department issued a request for proposals for similar services on November 7, 2018 and November 26, 2018. In response to the request for proposals issued on November 7, 2018, the County did not receive any proposals. In response to the request for proposals issued on November 26, 2018, the County received one (1) proposal, which was from MVNHC, but the County did not seek to enter into a contract with MVNHC based upon that solicitation. Before issuing the RFP, the County slightly modified the services being solicited, in order to reduce anticipated costs and encourage competition. However, as stated above, the County once again received only one (1) proposal, which was from MVNHC. Accordingly, the County has determined that, after the solicitation of a number of sources via the RFP, and in light of the results of the recent, similar requests for proposals, competition for the Services is inadequate. Therefore, pursuant to 2 C.F.R. 200.320(f)(4) and Section 13 of the Procurement Policy, the County can proceed with the proposed Agreement despite receiving only one (1) proposal in response to the RFP.

The proposed Agreement will serve a public purpose by ensuring that the County receives the healthcare services for homeless individuals and families entering/being admitted to a homeless shelter in Westchester County.

The goal and objective of the proposed Agreement is to ensure that the County receives healthcare services for homeless individuals and families entering/being admitted to a homeless shelter in Westchester County.

The goal and objective of the proposed Agreement is in the best interests of the County in terms of public health, as ensuring that the County receives healthcare services for homeless individuals and families entering/being admitted to a homeless shelter in Westchester County will enable the County to identify and address medical issues that may impact the housing placement and employability of homeless persons, and therefore ultimately help ensure that such persons receive the services that they need.

The goal and objective of the proposed Agreement will be tracked and monitored by the staff of the Department.

I respectfully recommend the adoption of the attached Resolution.

KMM/MC/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/27/2019 - LISA MRINA, SECRETARY

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 Mount Vernon Neighborhood Health Center, Inc. (“MVNHC”), pursuant to which MVNHC will provide healthcare services for homeless individuals and families entering/being admitted to a homeless shelter in Westchester County, for the period from July 1, 2019 through June 30, 2022 (the “Initial Term”), with the County having the sole option to extend the term of the agreement for up to two (2) one (1) year periods thereafter (each an “Option Term”); and be it further

RESOLVED, that, under the Agreement, MVNHC will be paid an amount not-to-exceed \$3,147,179.00 during the Initial Term, consisting of the following annual not-to-exceed amounts, all of which will be payable pursuant to an approved budget:

Year 1 (7/1/19 – 6/30/20):	\$1,022,684.00
Year 2 (7/1/20 – 6/30/21):	\$1,048,799.00
Year 3 (7/1/21 – 6/30/22):	\$1,075,696.00

; and be it further

RESOLVED that, under the Agreement, MVNHC will be paid an amount not-to-exceed \$1,103,401.00 during the first Option Term, and an amount not-to-exceed \$1,131,937.00 during the second Option Term, all of which will be payable pursuant to an approved budget; 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
2019	101	22	8900	5650	-----	\$511,342
2020	101	22	8900	5650	-----	\$1,035,741
2021	101	22	8900	5650	-----	\$1,062,248
2022	101	22	8900	5650	-----	\$537,848

Budget Funding Year(s): 2019-22 Start Date: 07/01/19 End Date: 06/31/22
 (must match resolution)

Funding Source Tax Dollars: 0%
 \$3,147,179 State Aid: 50%
 (must match resolution) Federal Aid: 50%
 Other:

APPROVED BOARD OF ACQUISITION CONTRACT - 06/27/2019 - LISA MARIJAJ SECRETARY