



George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

72340

DATE: October 28, 2019

TO: Honorable Board of Acquisition and Contract

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

SUBJECT: Requesting Authority for the County of Westchester to further amend 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, NY 10701 for the period January 1, 2018 through December 31, 2019 in an amount not to exceed \$1,711,812, by extending the end date of the agreement by one year for the term January 1, 2020 through December 31, 2020, and by increasing the not to exceed amount by \$449,469 from an amount not to exceed \$1,711,812, to a new total amount not to exceed \$2,161,281, to be paid pursuant to an approved budget and subject to appropriation

By resolution approved on February 1, 2018, your Honorable Board authorized the County of Westchester ("County"), acting by and through its Department of Social Services ("Department"), to enter into an agreement with The Sharing Community, Inc. ("The 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, NY 10701 for the period from January 1, 2018 through June 30, 2018 in a total amount not to exceed \$303,772, to be paid monthly pursuant to an approved budget and subject to appropriation. The agreement was subsequently executed.

By resolution approved on March 22, 2018, your Honorable Board authorized the County to amend the aforesaid agreement in order to increase the not to exceed amount by \$18,066 to a new total amount not to exceed \$321,838, to be paid pursuant to an approved budget and subject to appropriation. The additional funding was to cover personnel costs as approved in the budget (the "First Amendment").

By resolution approved on May 31, 2018, your Honorable Board authorized the County to further amend the aforesaid agreement in order to increase the not to exceed amount by \$617,976 from an amount not to exceed \$321,838 to a new total amount not to exceed \$939,814, to be paid pursuant to an approved budget and subject to appropriation (the "Second Amendment").

By resolution approved on March 21, 2019, your Honorable Board authorized the County to further amend the aforesaid agreement in order to increase the not to exceed amount by \$386,000 from an amount not to exceed \$939,814 to a new total amount not to exceed \$1,325,814, to be paid pursuant to an approved budget and subject to appropriation (the "Third Amendment"). All the amendments were subsequently executed.

By resolution approved on August 22, 2019, your Honorable Board authorized the County to further amend the aforesaid agreement in order to increase the not to exceed amount by \$386,000 from an amount not to exceed \$1,325,814 to a new total amount not to exceed \$1,711,812, to be paid pursuant to an approved budget and subject to appropriation (the "Fourth Amendment"). All the amendments were subsequently executed.

Authority is now requested to further amend the aforesaid agreement with The Sharing Community by extending the agreement for an additional year for the term January 1, 2020 through December 31, 2020, and by increasing the amount not to exceed by \$449,469 from an amount not to exceed \$1,711,812 to a new total amount not to exceed \$2,161,281, to be paid pursuant to an approved budget and subject to appropriation to cover the costs associated with the operation of the facility during the extended term (the "Fifth Amendment").

The proposed amendment is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xiv) thereof. As there is no federal funding for this program, the proposed amendment 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).

The **public purpose** of the proposed amendment 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.

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

Accordingly, the County of Westchester is hereby requesting authority to amend an agreement with The Sharing Community Inc. for the aforesaid purpose.

A resolution requesting the same is attached for your Honorable Board's approval.

KMM/PE/DI

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 further amend the 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, NY 10701 (the “Agreement”) by extending the Agreement for one year from January 1, 2020 through December 31, 2020, and by increasing the amount not to exceed by \$449,469 from an amount not to exceed \$1,711,812 to a new total amount not to exceed \$2,161,181, to be paid pursuant to an approved budget to cover the costs associated with the operation of the facility during the extended term; and be it further

RESOLVED, that except as amended hereby, all other terms and conditions of the Agreement as amended shall remain in full force and effect; 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 authorized designee is empowered to execute any and all documents necessary to implement this resolution.

Original Contract Amount:	\$303,772
First Amendment:	18,066
Second Amendment:	617,976
Third Amendment:	386,000
Fourth Amendment:	386,000
This amendment	<u>449,469</u>
Total	\$2,161,181

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object Sub-Object	Trust Account	Dollars
101	22	8900	5860		\$449,469

Budget Funding Year(s): 2020
(must match Resolution)

Start Date: 1/01/2020

End Date: 12/31/2020

Funding Source

\$449,469
(must match resolution)

Tax Dollars: 71%
State Aid: 29%
Federal Aid:
Other:

APPROVED BOARD OF ACQUISITION & CONTRACTS 12/19/2019 - LISA MUJAJ, SECRETARY