



George Latimer
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

92977

DATE: May 3, 2022

TO: Board of Acquisition and Contract

FROM: Leonard G. Townes
Commissioner, Department of Social Services

SUBJECT: Authority to amend an agreement with Caring for the Homeless of Peekskill Inc., pursuant to which it was to operate, at Jan Peek House in Peekskill, New York, a 24-hour adult shelter program for up to nineteen (19) homeless single men and women and an overnight warming site/drop-in center and a daytime cooling center during extreme heat days for up to ten (10) homeless single men and women, for the period from February 1, 2022 through January 31, 2023, for an amount not-to-exceed \$990,488.00, in order to increase its not-to-exceed amount by \$75,000.00.

By a resolution approved on February 10, 2022, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with Caring for the Homeless of Peekskill Inc. ("CHOP"), pursuant to which CHOP was to operate, at Jan Peek House in Peekskill, New York, a 24-hour adult shelter program for up to nineteen (19) homeless single men and women and an overnight warming site/drop-in center and a daytime cooling center during extreme heat days for up to ten (10) homeless single men and women, (the "Services") for the period from February 1, 2022 through January 31, 2023, for an amount not-to-exceed \$990,488.00, payable pursuant to an approved budget (the "Agreement"). The Agreement was subsequently executed.

The County has determined that additional costs for the Services, including client food, client travel, and client expense needs, require an increase in the not-to-exceed amount of the Agreement.

Accordingly, the County respectfully requests authority from your Honorable Board to amend the Agreement by increasing its not-to-exceed amount by \$75,000.00, from \$990,488.00

to \$1,065,488.00, in order to pay for client food, client travel, and client expense needs (the “First Amendment”).

Except as specifically described above, all terms and conditions of the Agreement shall remain in full force and effect.

The procurement of the First Amendment is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(xiv) thereof.

I respectfully recommend the adoption of the attached resolution.

LGT/MC/bdm/mn

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/26/2022 - RAYMOND SCULKY, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (the “County”) is hereby authorized to amend its agreement with Caring for the Homeless of Peekskill Inc. (“CHOP”), pursuant to which CHOP was to operate, at Jan Peek House in Peekskill, New York, a 24-hour adult shelter program for up to nineteen (19) homeless single men and women and an overnight warming site/drop-in center and a daytime cooling center during extreme heat days for up to ten (10) homeless single men and women, for the period from February 1, 2022 through January 31, 2023, for an amount not-to-exceed \$990,488.00, payable pursuant to an approved budget, (the “Agreement”) by increasing its not-to-exceed amount by \$75,000.00, from \$990,488.00 to \$1,065,488.00, in order to pay for client food, client travel, and client expense needs; and be it further

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

RESOLVED, that the County Executive or his duly authorized designee is empowered to execute all documents and take all actions necessary to effect the purpose of this resolution.

Account to be
Charged/Credited

Fund	Dept	Unit	Object/ Sub Object	Trust Account	Activity	Dollars
101	22	8900	5860		6000	\$68,750
101	22	8900	5860		6000	\$6,250

Budget Funding Year(s): 2022-2023 Start Date: 02/01/22 End Date: 01/31/23
(must match resolution)

Funding Source	Tax Dollars: 71% _____
\$75,000.00 _____	State Aid: 29% _____
(must match resolution)	Federal Aid: _____
	Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION SECRETARY 05/26/2022 RAYMOND S. DUKAKIS