



George Latimer
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

100823

DATE: April 24, 2023

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to exercise the County's fourth option under its agreement with Providence House, Inc., pursuant to which it was to furnish services to provide and operate a facility at 89 Sickles Avenue in New Rochelle that was to provide temporary assistance shelter for single, homeless females who are 18 to 40 years old and who are pregnant and/or with a child who is 0 to 9 years old, and to provide, or make referrals to, related services for such persons, and thereby extend its term by one (1) year, for an amount not to exceed \$742,203.00.

By a resolution approved on March 28, 2019, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement (the "Original Agreement") with Providence House, Inc. ("Providence House"), pursuant to which Providence House was to furnish services to provide and operate a facility at 89 Sickles Avenue in New Rochelle that was to provide temporary assistance shelter for single, homeless females who are 18 to 40 years old and who are pregnant and/or with a child who is 0 to 9 years old (the "Target Population"), and to provide, or make referrals to, related services for such persons, (collectively, the "Services") for an amount not-to-exceed \$659,282.00 for the period from April 1, 2019 through March 31, 2020 (the "Initial Term"), with the County having the sole option to extend the term for up to four (4) additional one (1) year periods thereafter on the same terms as the Initial Term (each an "Option Term"), except that the following respective not-to-exceed amounts will apply to each Option Term:

<u>Term</u>	<u>Not-To-Exceed Amount</u>
1.) Option Term #1 (4/1/20 - 3/31/21)	\$683,908.00
2.) Option Term #2 (4/1/21 - 3/31/22)	\$702,800.00

- 3.) Option Term #3 (4/1/22 - 3/31/23) \$722,227.00
- 4.) Option Term #4 (4/1/23 - 3/31/24) \$742,203.00

The Original Agreement was subsequently executed.

By a resolution approved on March 26, 2020, your Honorable Board authorized the County to exercise its first one-year option under the Original Agreement and amend the Original Agreement by, 1.) extending the term thereof by one (1) year, to a new termination date of March 31, 2021; 2.) increasing the not-to-exceed amount thereof by \$683,908.00, to a new total not-to-exceed amount of \$1,343,190.00, to pay for the Services during the first Option Term; and 3.) reflecting the fact that the County would have three (3) remaining one (1) year options (the "First Amendment"). The First Amendment was subsequently executed.

By a resolution approved on March 4, 2021, your Honorable Board authorized the County to exercise its second one-year option under the Original Agreement, as amended by the First Amendment, and amend the Original Agreement, as amended by the First Amendment, by, 1.) extending the term thereof by one (1) year, to a new termination date of March 31, 2022; 2.) increasing the not-to-exceed amount thereof by \$702,800.00, to a new total not-to-exceed amount of \$2,045,990.00, to pay for the Services during the second Option Term; and 3.) reflecting the fact that the County would have two (2) remaining one (1) year options (the "Second Amendment"). The Second Amendment was subsequently executed.

By a resolution approved on March 31, 2022, your Honorable Board authorized the County to exercise its third one-year option under the Original Agreement, as amended by the First Amendment and Second Amendment, and amend the Original Agreement, as amended, by, 1.) extending the term thereof by one (1) year, to a new termination date of March 31, 2023; 2.) increasing the not-to-exceed amount thereof by \$722,227.00, to a new total not-to-exceed amount of \$2,768,217.00, to pay for the Services during the third Option Term; and 3.) reflecting the fact that the County would have one (1) remaining one (1) year option (the "Third Amendment"). The Third Amendment was subsequently executed.

The County continues to require the Services. Therefore, DSS reviewed and analyzed the costs in the Original Agreement, as amended by the First Amendment, the Second Amendment, and the Third Amendment, (the "Agreement") for the fourth Option Term in order to ensure that they were reasonable. As part of that analysis, DSS obtained from New York State the effective per-diem rate for several similar family shelters: three (3) in Westchester and five (5) other shelters that are outside of New York City and in counties similar to Westchester. Of those five (5) shelters, one (1) is located in each of Rockland County, Orange County, and Albany County, and two (2) are located in Suffolk County. The effective per-diem rate for Providence House to provide the Services during the fourth Option Term is only slightly above the average effective per-diem rate for the other shelters. Therefore, DSS has found that the costs for the fourth Option Term are reasonable.

Accordingly, the County respectfully requests authority from your Honorable Board to exercise its fourth one-year option under the Agreement and amend the Agreement by, 1.) extending the term thereof by one (1) year, to a new termination date of March 31, 2024; 2.) increasing the not-to-exceed amount thereof by \$742,203.00, to a new total not-to-exceed amount of \$3,510,420.00, to pay for the Services during the fourth Option Term; and 3.) reflecting the fact that the County will not have any remaining options (DSS315-D-19; the "Fourth Amendment").

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

The proposed Fourth Amendment will serve a public purpose by continuing to provide the County with the Services that will allow the County to continue to help ensure that the Target Population has access to adequate temporary assistance shelter and related services.

The goal and objective of the proposed Fourth Amendment is to continue to provide the County the Services that will allow the County to continue to help ensure that the Target Population has access to adequate temporary assistance shelter and related services.

The goal and objective of the proposed Fourth Amendment is in the best interests of the County in terms of public health and safety, as the County continuing to receive the Services, and thereby continuing to help ensure that the Target Population has access to adequate temporary assistance shelter and related services, will ultimately help ensure the health and safety of such persons.

The goal and objective of the proposed Fourth Amendment will be tracked and monitored by the staff of the Department of Social Services.

I respectfully recommend the adoption of the attached resolution.

LGT/JE/bdm/rn

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 exercise its fourth one-year option (DSS315-D-19) under its agreement with Providence House, Inc. ("Providence House"), pursuant to which Providence House was to furnish services to provide and operate a facility at 89 Sickles Avenue in New Rochelle that was to provide temporary assistance shelter for single, homeless females who are 18 to 40 years old and who are pregnant and/or with a child who is 0 to 9 years old, and to provide, or make referrals to, related services for such persons, for an amount not-to-exceed \$2,768,217.00 for the period from April 1, 2019 through March 31, 2023, consisting of the initial term, the first option term, the second option term, and the third option term, with the County having the sole option to extend the term for one (1) additional one (1) year period thereafter on the same terms as the initial term (an "Option Term"), except that the following not-to-exceed amount will apply to the remaining Option Term:

<u>Term</u>	<u>Not-To-Exceed Amount</u>
1.) Option Term #4 (4/1/23 - 3/31/24)	\$742,203.00

(the "Agreement") and amend the Agreement by, 1.) extending the term thereof by one (1) year, to a new termination date of March 31, 2024; 2.) increasing the not-to-exceed amount thereof by \$742,203.00, to a new total not-to-exceed amount of \$3,510,420.00, to pay for the Services during the fourth Option Term; and 3.) reflecting the fact that the County will not have any remaining options; 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 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

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2023	101	22	8900	5850	----	246,211.57
2023	101	22	8900	5860	----	310,440.68
2024	101	22	8900	5850	-----	82,070.52
2024	101	22	8900	5860	-----	103,480.23

Budget Funding Year(s): 2023-2024

Start Date: 4/01/2023 End Date: 3/31/2024
 (must match resolution)

Funding Source: FA 5850

Federal	99%	CFDA#(s)	93.558		
State		State ID#(s)			
Operating/ Tax Levy	1%				
Capital					

Funding Source: SN 5860

Federal		CFDA#(s)			
State	29%	State ID#(s)			
Operating/ Tax Levy	71%				
Capital					

Total NTE: \$742,203.00

(must match resolution)