



Robert P. Astorino
County Executive

Department of Social Services

Grant E. Mitchell, M.D.
Acting Commissioner

15061

DATE: October 21, 2010

TO: Board of Acquisition and Contract

FROM: Grant E. Mitchell, MD
Acting Commissioner, Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with Westhab, Inc. to operate a shelter for up to one hundred (100) homeless families at a facility known as the **Coachman Family Center**, a New York State Licensed Tier II Family Shelter located at 123 East Post Road, White Plains, New York for the period January 1, 2011 through December 31, 2011 for an amount not to exceed \$4,116,283 to be paid monthly pursuant to an approved budget and subject to appropriation

The County of Westchester requests authorization to enter into an agreement with Westhab, Inc. to operate a shelter for up to one hundred (100) homeless families at a facility known as the Coachman Family Center, a New York State Licensed Tier II Family Shelter located at 123 East Post Road, White Plains, New York, for the period January 1, 2011 through December 31, 2011 for an amount not to exceed \$4,116,283 to be paid monthly pursuant to an approved budget and subject to appropriation. The requested amount reflects a slight decrease of \$133 from that of last year.

The **public purpose** of this program is to provide immediate emergency shelter to eligible homeless families in the County of Westchester. This program provides assistance with finding permanent housing and other prescribed social services including casework services and counseling, 24-hour supervision, monitoring, access to meals, child-care and recreational activities. This facility is licensed as a Tier II Family Shelter. The New York State Office of Temporary and Disability Assistance issues this license based on a State approved operating plan and budget.

The **goals and objectives** of this program are to provide the following services:

- to operate a shelter for homeless families

- to provide 24 hour supervision
- to provide on-site services including case management, child care, housing relocation, employment training, after-school programs and substance abuse treatment and education, all of which are aimed at ending dependence on public assistance and moving toward permanent housing

The goals and objectives of this program are in **the best interest of the County in terms of public health, public safety and the environment**. The population served routinely suffers from various impediments such as substance and/or alcohol abuse, mental illness, chronic unemployment, poor work history, inability to maintain a job, etc., and many are burdened with multiple barriers to permanent housing which have resulted in their current homeless status. Through this contract, customers who are eligible for these emergency housing services are provided direct supportive services and linkages to programs to address their needs. Housing the targeted population will reduce their risk of becoming victims of crime and general health-related issues that result from not having appropriate shelter. Giving them a place to stay temporarily, while addressing the issues that caused their homelessness, has a positive impact on the environment.

These goals and objectives are in **the best interest of the County in terms of fiscal responsibility** as they are aimed at reducing the number of people on public assistance by promoting a successful transition to permanent housing and self-sufficiency through the provision of extensive supportive services. This population will no longer be a burden to the County or tax payers once they become employed and economically independent.

The **goals and objectives will be tracked and monitored** using the performance measurement indicators developed by the Department and approved by the County Budget Office. They include submission of quarterly reports and meetings and other direct contact with D.S.S. staff in order to swiftly address any impediments to the successful execution of the objectives and intents as detailed in the contract.

The **Department is able to report that the vendor's Performance Measurement Indicators** reflect that the program met its goal of housing eligible customers referred by the Department. The facility accepted 100% of appropriate referrals during the 2010 contract period. As of 9/30/10, this program effectively provided shelter and support services for 234 homeless families. The following outcomes were achieved by this program:

- Secured Permanent Housing: 111 or 47% of families
- Secured Transitional Housing: 30 or 13% of families

This contract is exempt from the Westchester County Procurement Policy under Section 3 (a) (xiv).

Therefore, the County of Westchester is hereby requesting permission to enter into an agreement with Westhab, Inc. for the aforesaid purpose.

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

RESOLUTION

Upon a communication from the Acting Commissioner of the Department of Social Services; be it hereby

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with Westhab, Inc., to operate a shelter for up to one hundred (100) homeless families at a facility known as the Coachman Family Center, a New York State Licensed Tier II Family Shelter located at 123 East Post Road, White Plains, New York for the period January 1, 2011 through December 31, 2011 for an amount not to exceed \$4,116,283 to be paid monthly pursuant to an approved budget; and be it further

RESOLVED, that this Contract 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 document necessary to implement this Resolution.

APPROVED BOARD OF ACQUISITION CONTRACT # 2-15-01

SECRET
SANTANA-WEIR

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2011	101	22	8900	5850	_____	\$4,116,283

Budget Funding Year(s): 2011
(must match resolution)

Start Date: 1/1/11

End Date: 12/31/11

Funding Source

Tax Dollars: 25%

State Aid: 25%

\$4,116,283

Federal Aid: 50%

(must match resolution)

Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 12-16-2010 - JOMARY VIEIRA, SECRETARY