

22257

DATE: October 14, 2011

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Grant Mitchell, M.D., Commissioner
Department of Community Mental Health

RE: Authority to enter into an agreement with each of four listed agencies for the provision of Shelter + Care services for homeless and disabled persons, for the term October 1, 2011 through September 30, 2016, for a total aggregate amount not-to-exceed \$2,532,750

Authority is respectfully requested for the County of Westchester (the "County") to enter into an agreement with each of the four (4) agencies listed below for the provision of Shelter + Care services for homeless and disabled persons, as specified below, for the term October 1, 2011 through September 30, 2016, for a total aggregate amount not-to-exceed \$2,532,750 and for the individual not-to-exceed amounts set forth below.

Agency	No. of Units	Total Amount Not-to-Exceed 10/1/11 - 9/30/16
Human Development Services of Westchester, Inc.	6	\$569,781
Lexington Center for Recovery, Inc.	2	\$177,969
Westhab, Inc.	12	\$895,152
Pathways to Housing, Inc.	10	\$889,848
TOTAL	30	\$2,532,750

The proposed agreements will serve a public purpose by providing housing and supportive services on a long-term basis for homeless persons with disabilities, (primarily those with serious mental illness, chronic problems with alcohol and/or drugs, and Acquired Immunodeficiency Syndrome (AIDS) or related diseases) and their families who are living in places not intended for human habitation (e.g., streets) or in emergency shelters.

The goals and objectives of the proposed agreements are to provide housing and supportive services on a long-term basis for homeless persons with disabilities, (primarily those with serious mental illness, chronic problems with alcohol and/or drugs, and acquired immunodeficiency syndrome (AIDS) or related diseases) and their families who are living in places not intended for human habitation (e.g., streets) or in emergency shelters.

The goals and objectives of the proposed agreements are in the best interests of the County in terms of safety and security, as those who are need of housing will be able to find housing that is in a safe and

secure environment and not in the streets. The proposed agreements will assist those in transition to find affordable housing and lead productive lives in Westchester County.

The goals and objectives of the proposed agreements will be tracked and monitored by requiring each of the agencies/housing providers to complete the Annual Progress Report ("APR") of the United States Department of Housing and Urban Development ("HUD") for each of its grants. Performance of the agencies/housing providers is tracked using the following three outcomes:

- Increased residential stability
- Increased skill level and/or income
- Greater self-sufficiency

Data elements generally involve the status of a participant upon entering Shelter + Care, and disposition/resources when they leave (as in transitioning to Section 8 housing). The agencies/housing providers will require the use of the APR as a tool for evaluating performance and setting future program goals and submit such reports to the Department. The agencies/housing providers must submit the APR for Competitive Homeless Assistance Programs (HUD Form 40118) within 90 days of the end of each operating year to HUD and the County for evaluation.

In addition to this requirement, the Department and the agencies/providers will monitor their own datasets by utilizing the Homeless Management Information System ("HMIS"), which is a HUD-funded requirement currently consisting of a software provider and a project manager who operates and monitors the day-to-day data entry by providers into the system. Along with the APR, both "canned" and specialized reports will be generated from the HMIS, for the agencies/providers and the Department to use in tracking trends and outcomes in the Shelter + Care program. The Department will also conduct annual site visits to monitor each provider to make sure that the providers are in compliance with all the regulatory and statutory requirements of the HUD grant.

The proposed agreements are exempt from the County Procurement Policy pursuant to Section 3(a)xvii thereof.

I most respectfully recommend approval of the attached resolution.

GM/TP

RESOLUTION

Upon a communication from the Commissioner of the Department of Community Mental Health, be it hereby

RESOLVED, that the County of Westchester (the "County") is authorized to enter into an agreement with each of the four (4) agencies listed below for the provision of Shelter + Care services for homeless and disabled persons, as specified below, for the term October 1, 2011 through September 30, 2016, for a total aggregate amount not-to-exceed \$2,532,750 and for the individual not-to-exceed amounts set forth below, to be paid in accordance with individual approved budgets:

Agency	No. of Units	Total Amount Not-to-Exceed 10/1/11 - 9/30/16
Human Development Services of Westchester, Inc.	6	\$569,781
Lexington Center for Recovery, Inc.	2	\$177,969
Westhab, Inc.	12	\$895,152
Pathways to Housing, Inc.	10	\$889,848
TOTAL	30	\$2,532,750

; and be it further

RESOLVED, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute all documents and take all actions necessary to effectuate the purposes hereof.

Account to be charged/credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/Sub Object	Trust Account	Dollars
263	26	767L	4380	T767	\$458,364
263	26	767M	4380	T767	\$481,282
263	26	767N	4380	T767	\$505,346
263	26	767O	4380	T767	\$530,614
263	26	767P	4380	T767	\$557,144

Budget Funding Year(s) 2011-2016 Start Date 10/1/11 End Date 9/30/16
(must match resolution)

Funding Source: Tax Dollars _____
State Aid _____
Federal Aid 100%
Other _____

\$2,532,750
(must match resolution)