

Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

23172

DATE: November 21, 2011

TO: Board of Acquisition and Contract

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

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with Grace Church Community Center, Inc. **1)** to operate an emergency shelter as well as an overnight drop-in shelter for single homeless women outside the Department's regular shelter system at a facility known as the **Samaritan House** located at 33 Church Street, White Plains, New York; and **2)** to operate an emergency shelter as well as an overnight drop-in shelter for single homeless men outside the Department's regular shelter system at a facility known as the **Open Arms Shelter** located at 86 East Post Road, White Plains, New York, for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$2,192,541 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 Grace Church Community Center, Inc. 1) to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless women outside the Department's regular shelter system at a facility known as the **Samaritan House** located at 33 Church Street, White Plains, New York; and 2) to operate an emergency shelter as well as an overnight drop-in shelter for single homeless men outside the Department's regular shelter system at a facility known as the **Open Arms Shelter** located at 86 East Post Road, White Plains, New York, for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$2,192,541 to be paid monthly pursuant to an approved budget and subject to appropriation. As a result of contract consolidation, the cost of the contract has been reduced for the 2012 contract period. The reduction in the not to exceed amount would not impact the delivery of services.

The services to be provided pursuant to this contract will serve the **public purpose** by assisting the County to improve the quality of life of the targeted population in the County of Westchester by providing emergency shelters, drop-in shelters and supportive services.

The **goals and objectives** of the program are to provide immediate emergency housing to eligible homeless single men and women. Both the Samaritan House and the Open Arms Shelter provide 24 hours on-site supervision, meals, counseling, supportive services to include assistance in finding permanent housing, linkages to outside agencies for job training, drug/alcohol programs, medical treatment, education, and life skills. Both sites will also provide overnight drop-in centers for the target population of homeless men and women outside the Department regular shelter system, thereby keeping them off the streets during the night hours.

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 enhancing and ensuring the health and safety of the targeted population by providing immediate emergency housing and onsite supervision. This program creates a safe haven for the targeted population thereby reducing the risk of them becoming victims of crime and developing general health related issues that result from not having appropriate shelter.

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 transitional and permanent housing, thereby decreasing the cost associated with providing emergency housing. Additionally, through referrals to employment services, the customers may become gainfully employed, thereby reducing their dependency on public assistance.

The goals and objectives will be tracked and monitored through performance measurement indicators developed by the Department and approved by the County Budget Office. The tracking and monitoring include the submission of monthly statistics and quarterly reports as well as direct contact with the D.S.S. staff in order to swiftly address any impediments to the program's success.

The Department is able to report that the vendor's Performance Measurement Indicators reflect that the Samaritan House program met its goal of housing eligible customers referred by the Department. The facility accepted 100% of appropriate referrals during the 2011 contract period. As of 10/31/11, this program has effectively provided shelter and support services for 85 single homeless females. This program secured permanent housing for 13 program participants and secured transitional housing for 3 program participants. During the same period, the Samaritan House drop-in center served 113 program participants.

The Department is also able to report that the Open Arms Shelter met its goal of housing eligible customers referred by the Department. The facility accepted 100% of appropriate referrals during the 2011 contract period. As of 10/31/11, this program has effectively provided shelter and support services for 116 single homeless men. This program secured permanent housing for 16 program participants and secured transitional housing for 7 program participants. During the same period, the **Open Arms Shelter** drop-in center served 370 program participants.

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

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

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

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/15/2011 - JOMARY VIEIRA, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with Grace Church Community Center, Inc. **1)** to operate an emergency shelter as well as an overnight drop-in shelter for single homeless women outside the Department’s regular shelter system at a facility known as the **Samaritan House** located at 33 Church Street, White Plains, New York; and **2)** to operate an emergency shelter as well as an overnight drop-in shelter for single homeless men outside the Department’s regular shelter system at a facility known as the **Open Arms Shelter** located at 86 East Post Road, White Plains, New York, for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$2,192,541 to be paid monthly pursuant to an approved budget and subject to appropriation; and be it further

RESOLVED, that this agreement is subject to County appropriations; 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.

Account to be
Charged/Credited

| | Fund | Dept | Major Program, Program & Phase Or Unit | Object/ Sub- Object | Trust Account | Dollars |
|------|------|------|--|------------------------|------------------|-------------|
| 2012 | 101 | 22 | 8900 | 5860 | ----- | \$2,192,541 |
| | | | | | | |
| | | | | | | |

Budget Funding Year(s): 2012
(must match resolution)

Start Date: 1/1/12

End Date: 12/31/12

Funding Source

\$2,192,541
(must match resolution)

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