



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**28788**

**DATE:** August 14, 2011

**TO:** Board of Acquisition and Contract

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

**SUBJECT: Authority for the County of Westchester to amend its agreement with Community Housing Innovations, Inc. (CHI), to manage and operate scattered site transitional housing units for homeless families for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$1,346,017 by modifying the scope of service to provide 15 additional units a month and serve up to 14 additional unduplicated families annually at no additional cost**

Pursuant to a resolution approved by your Honorable Board on February 2, 2012, the County of Westchester, acting by and through its Department of Social Services, entered into an agreement with Community Housing Innovations, Inc. (CHI), to manage and operate scattered site transitional housing units for homeless families for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$1,346,017 to be paid monthly based on utilization pursuant to an approved budget and subject to appropriation.

Authority is hereby requested to amend the agreement with Community Housing Innovations, Inc. (CHI) to manage and operate scattered site transitional housing units for homeless families for the period January 1, 2012 through December 31, 2012 by modifying the scope of service to provide 15 additional units a month and serve up to 14 additional unduplicated families annually at no additional cost, thereby increasing the total capacity up to 60 units monthly, and serving up to **70** unduplicated families annually.

The **public purpose** of the program is to assist the homeless families in Westchester County in a successful transition from welfare to self-sufficiency and to promote economic independence by providing emergency housing and supportive services.

The **goals and objectives** of the program are to obtain and manage temporary scattered site apartments for families currently living in a shelter. This program also provides supportive services to include, but not limited to, case management services to address the barriers to obtaining and maintaining permanent housing; life skills and budget management training; information and referrals to address the individual and family's barriers; and coordinating with community agencies to find jobs and permanent housing.

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 transitional 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 permanent housing thereby decreasing the cost associated with providing emergency housing. Additionally, program participants, through referrals to employment services, may result in program participants becoming 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 through 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 Community Housing Innovations, Inc. (CHI), -EHAP program is operating at 100% of contract capacity since January 2012. The average length of stay for eligible customers is 482.5 days. Based on performance outcomes received between January and June, 2012, 12.5% of customers who received transitional housing through CHI- EHAP Program secured permanent housing.

Except as specifically amended hereby, all other terms and conditions of the original agreement shall remain in full force and effect.

Accordingly, the County of Westchester is seeking authority from your Honorable Board to amend the agreement with Community Housing Innovations, Inc., for the aforesaid purpose.

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

# RESOLUTION

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

**RESOLVED**, that the County of Westchester is hereby authorized to amend its agreement with Community Housing Innovations, Inc. (CHI), to manage and operate scattered site transitional housing units for homeless families for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$1,346,017 by modifying the scope of service to provide 15 additional units a month and serve up to 14 additional unduplicated families annually at no additional cost to the County; 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 except as specifically amended hereby, all other terms and conditions of the original agreement shall remain in full force and effect; and be it further

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

Original Contract Amount: \$1,346,017

<b>This Amendment:</b>	<u>- 0-</u>
Total	\$1,346,017

Account to be charged/credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2012	N/A	N/A	N/A	N/A	N/A	N/A

Budget Funding Year(s): N/A  
(must match resolution)

Start Date: N/A

End Date: N/A

Funding Source

Tax Dollars: N/A

State Aid: N/A

\$N/A  
(must match resolution)

Federal Aid: N/A

Other: N/A

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/20/2012 - JOMAR NEIRA, SECRETARY