



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**34863**

**DATE:** July 5, 2013

**TO:** Board of Acquisition and Contract

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

**SUBJECT:** Authority for the County of Westchester to amend an agreement with My Sisters' Place, Inc. to operate a special needs shelter at a facility known as **My Sisters' Place II** for women and their minor children who are victims of domestic violence and residing in the County of Westchester for the period July 1, 2012 through June 30, 2013 for an amount not to exceed \$523,333 in order to extend the term of the agreement by six (6) months to end on December 31, 2013 and increase the not-to-exceed amount by \$261,667 from an amount not to exceed \$523,333 to a new total not to exceed \$785,000 to be paid monthly at an approximated per diem of \$104.87 pursuant to an approved budget and subject to appropriation

Through a resolution approved on June 21, 2012, your Honorable Board authorized the County of Westchester to enter into an agreement with My Sisters' Place, Inc. to operate a special needs shelter for women and their minor children who are victims of domestic violence at a facility known as **My Sisters' Place II** for the period July 1, 2012 through June 30, 2013 for an amount not to exceed \$523,333 to be paid monthly at an approximated per diem of \$104.87 pursuant to an approved budget and subject to appropriation. The agreement was subsequently executed.

Authority is now requested for the County of Westchester to amend the aforesaid agreement in order to extend the term of the agreement by six (6) months to end on December 31, 2013 and increase the not-to-exceed amount by \$261,667 from an amount not to exceed \$523,333 to a new total not to exceed \$785,000 to be paid monthly at an approximated per diem of \$104.87 pursuant to an approved budget and subject to appropriation. The Department will be working on a Request For Proposal ("RFP") for the provision of this service and a new vendor will be selected through this process. This extension is being requested to continue providing this service to the targeted population until a new vendor is selected. The additional funding will be used to cover the cost of the services to be provided during the extended term.

The Domestic Violence State Aid Rate (DVSAR) is established by the New York State Office of Children and Family Services and is currently \$104.87 per person per day. This rate is subject to modification by the State. The County is therefore requesting authorization to adjust the current per-diem rate to conform to the revised DVSAR when it is issued by the State.

The services to be provided pursuant to the proposed agreement serve a **public purpose** by assisting the County to provide immediate emergency shelter to eligible victims of domestic violence and their minor children.

The **goals and objectives** of the proposed agreement are:

- 1) to provide a safe environment to women and their minor children experiencing domestic violence
- 2) to provide on-site counseling and support services
- 3) to increase responsiveness of the criminal justice system to the needs of battered women and their minor children by offering legal services, advocacy and accompaniment services for Court hearings and visits to the District Attorney's Office.

The proposed agreement will also provide domestic violence services for undocumented aliens who are victims of domestic violence and residing in the County of Westchester.

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 ensuring and enhancing the health and safety of the targeted population. The County enhances public safety by providing a safe haven in the form of emergency housing to victims of domestic violence and their minor children. In the event that a resident's length of stay exceeds the current allowable 135 days, this program provides additional funding to allow said resident to remain in a safe haven until appropriate housing is arranged.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as they help to reduce costs associated with responding to emergency calls for help and protection of these victims.

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. The contractor is required to submit to the Department monthly and quarterly statistical reports on all activities related to the program.

The **Department is able to report that the vendor's Performance Measurement Indicators** reflect that the aforesaid program has met its goal of housing eligible customers referred by the Department. My Sisters' Place effectively provided shelter and supportive services for an average of 48 families each month in 2012. In 2012, the average length of stay for Westchester County residents was 63 days. During the same period, one hundred percent (100%) of the families who received services and housing through My Sisters' Place remained free of being re-abused while residing at the shelter.

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

Therefore, the County of Westchester is hereby requesting permission to amend the agreement with My Sisters' Place, Inc. for the aforesaid purpose.

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

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/08/2013 - 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 amend an agreement with My Sisters' Place, Inc. to operate a special needs shelter at a facility known as **My Sisters' Place II** for women and their minor children who are victims of domestic violence and residing in the County of Westchester for the period July 1, 2012 through June 30, 2013 for an amount not to exceed \$523,333 in order to extend the term of the agreement by six (6) months to end on December 31, 2013 and increase the not-to-exceed amount by \$261,667 to cover the cost of the services to be provided during the extended term from an amount not to exceed \$523,333 to a new total not to exceed \$785,000 to be paid monthly at an approximated per diem of \$104.87 pursuant to an approved budget; and be it further

**RESOLVED**, that the contract per diem rate of \$104.87 is subject to change as may be prescribed by the New York State Office of Children and Family Services ; and be it further

**RESOLVED**, that the County Executive or his authorized designee is hereby authorized to amend the agreement subsequent to execution of the same in order to adjust the per diem rate to conform to the anticipated future modification of the said rate by the New York State Office of Children and Family Services at such time as the County is notified by the State of such modification of the rate provided that such rate does not exceed the amount authorized herein; 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 empowered to execute any document necessary to implement this Resolution.

Original Contract Amount: \$523,333  
**This Amendment: \$261,667**

Total \$785,000

Account to be Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2013	101	22	8900	5850	-----	\$261,667

Budget Funding Year(s): 2013  
 (must match resolution)

Start Date: N/A

End Date: 12/31/13

Funding Source

**\$261,667**  
 (must match resolution)

Tax Dollars: 1%  
 State Aid: 0%  
 Federal Aid: 99%  
 Other: 0%

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/08/2013 - JOMARY VIEIRA, SECRETARY