

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

Philippe Gille  
First Deputy Commissioner

**39113**

**Date:** March 18, 2014

**To:** Board of Acquisition and Contract

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

**Subject:** Authorizing the County of Westchester to enter into an Agreement with Providence House, Inc. for the operation of a shelter for single, homeless pregnant females and females with an infant/small children at a facility known as Providence House for the term April 1, 2014 through March 31, 2019 for an amount not to exceed \$1,777,130 payable pursuant to an approved budget and subject to appropriation

On December 19, 2013, pursuant to Section 6 of the Westchester County Procurement Policy, a Request for Proposals (“RFP”) was issued for the provision of residential Temporary Housing Assistance (“THA”) for single, homeless, pregnant females and females with an infant/small children who due to crisis circumstances, are seeking temporary housing assistance and related, connected services. Providence House was the only respondent to the RFP. The Providence House proposal was evaluated using the criteria specified in the Request for Proposals and this vendor was selected to provide services.

The County of Westchester is requesting authorization to enter into an agreement with Providence House, Inc. to operate a shelter serving single, homeless pregnant females and females with an infant/small children at a facility known as Providence House located at 89 Sickles Avenue, New Rochelle, New York for the term April 1, 2014 through March 31, 2019 in an amount not to exceed \$1,777,130 payable monthly pursuant to an approved budget. Providence House, Inc. is a single site that has a monthly capacity of 10 families. The annual unduplicated number to be served is 28.

The **public purpose** of this program is to house single, homeless pregnant females and females with an infant/small children who come to the Westchester County Department of Social Services, due to crisis circumstances, and who are seeking housing and service assistance.

The **goals and objectives** of the Program are to prepare the females for successful placement into permanent or transitional housing, and successful transition from welfare

to self-sufficiency and economic independence. The connected services include, but are not limited to, providing 24-hour supervision, meals, counseling as well as supportive services, including assistance in finding transitional and/or permanent housing, referrals to outside agencies for job training, drug/alcohol programs, and medical treatment, education and life skills.

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 designed to ensure the health and safety of this population by providing them with temporary shelter and services while helping them to advance to more independent, secure circumstances.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as they are intended to transition this population to permanent housing and independence from welfare.

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.

Accordingly, the County of Westchester is requesting authority to enter into an agreement with Providence House, Inc. for the above said purpose.

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

APPROVED BOARD OF ACQUISITION & CONTRACTS 04/10/2014 HONORARY 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 Providence House, Inc. for the operation of a shelter for single, homeless pregnant females and females with an infant/small children at a facility known as Providence House for the term April 1, 2014 through March 31, 2019 for an amount not to exceed \$1,777,130 payable 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.

Account to be  
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2014	101	22	8900	5850	-----	\$195,986
2014	101	22	8900	5860	-----	\$70,581
2015	101	22	8900	5850	-----	\$261,318
2015	101	22	8900	5860	-----	\$94,108
2016	101	22	8900	5850	-----	\$261,318
2016	101	22	8900	5860	-----	\$94,108
2017	101	22	8900	5850	-----	\$261,318
2017	101	22	8900	5860	-----	\$94,108
2018	101	22	8900	5850	-----	\$261,318
2018	101	22	8900	5860	-----	\$94,108
2019	101	22	8900	5850	-----	\$65,329
2019	101	22	8900	5860	-----	\$23,530

Budget Funding Year(s): 2014-2019  
(must match resolution)

Start Date: 4/1/14

End Date: 3/31/2019

Funding Source		<u>5850</u>	<u>5860</u>
	Tax Dollars:	1%	71%
	State Aid	0%	29%
	Federal Aid:	99%	
	Other:		
<b><u>\$1,777,130</u></b>			

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACTS 04/10/2014 - JOMAR VIEIRA, SECRETARY