



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

Philippe Gille
First Deputy Commissioner

40305

Date: May 15, 2014

To: The Honorable Board of Acquisition and Contract

From: Kevin M. McGuire
Commissioner of Social Services

Re: **Authority to amend a resolution authorizing the County to advertise for the purpose of Soliciting Bids for a Contract to provide Emergency Homeless Moving Services within Westchester County by changing the term of the agreement from a one-year period with the County having an option to extend the contract for three (3) additional one-year periods to a three (3) year term starting from September 1, 2014 through August 31, 2017.**

Through a resolution approved on April 17, 2014, your Honorable Board authorized the County of Westchester, acting through the Department of Social Services, to advertise for the purpose of soliciting competitive bids for a contract to provide Emergency Homeless Moving Services for public assistance households throughout Westchester as required by Section 352.6 of the Title 18 New York State Codes, Rules and Regulations. This requirement affects households, who by virtue of homelessness require emergency moves to or between facilities. The Department assists homeless households residing in temporary housing facilities in acquiring adequate permanent housing. It will be the intent of the contract to ensure the provision of professional moving services within three hours notice for the relocation of those homeless households to temporary or permanent housing facilities with their belongings.

Authority is now requested to amend the aforesaid resolution approved by your Honorable Board on April 17, 2014 in order to change the term of the proposed contract from a **one-year period with the County having an option to extend the contract for three (3) additional one-year periods to a three (3) year term starting from September 1, 2014 through August 31, 2017.**

The required legal notice will appear in the Journal News (Southern Edition) and on the Website of the Department of Social Services.

Bids will be sought for emergency homeless moving services for a three-year period. The contract period provides for a price adjustment based on 50% of the Customer Price Index (CPI) 1967=100 for New York, NY-Northeastern, N.J.).

A Bid Security of \$1,000 per package is required. Performance security in the form of cash, certified check, irrevocable letter of credit, or performance and payment bond in the amount of 5% of the total contract will be required.

Except as specifically amended hereby, all other terms and conditions of the original resolution shall remain the same. The Amendment is to the resolution because the contract with the prospective bidder has not been executed.

In view of the necessity of this program, we recommend the adoption of the attached resolution.

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/12/2014 - JIMMY VIEIRA, SECRETARY

RESOLUTION

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

RESOLVED, that the Resolution approved by your Honorable Board on April 17, 2014 to solicit bids by public advertisement for a Contract for the provision of Emergency Homeless Moving Services for households to and between homeless facilities within Westchester County in accordance with Section 352.6 of the Title 18 New York State Codes, Rules and Regulations is hereby amended to change the term of the prospective agreement from a one-year period with the County having an option to extend the contract for three additional one-year periods to **a three (3) year term** starting from September 1, 2014 and extending through August 31, 2017; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the original resolution approved on April 17, 2014 shall remain the same; and be it further.

RESOLVED, that the County Executive, or his duly authorized designee is hereby empowered to execute any and all documents necessary to implement this Resolution.

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

Budget Funding Year(s): N/A 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:

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/12/2014 - JOMARY VIEIRA, SECRETARY