

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

Philippe Gille  
First Deputy Commissioner

52403

To: Board of Acquisition and Contract

From: Kevin M. McGuire  
Commissioner of Social Services

Date: July 13, 2016

Re: Amending a Resolution approved by your Honorable Board on May 26, 2016 to amend an agreement with the Westchester Community Opportunity Program, Inc. to manage and provide a New Rochelle Emergency Overnight Shelter in order to change the end date from June 30, 2016 to December 31, 2016 and to increase the not to exceed amount by \$220,898 from \$222,098 to a new total not to exceed of \$442,996 to be paid pursuant to an approved budget and subject to appropriation.

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On or about March 22, 2016, the Westchester County Department of Social Services (“Department”) entered into an agreement with Westchester Community Opportunity Program, Inc. (“WestCOP”), in the amount of \$148,465 for the term from January 1, 2016 through April 30, 2016 (the “2016 Agreement”) to provide a New Rochelle Emergency Overnight Shelter, located at 19 Washington Avenue, New Rochelle, New York. Currently, the Emergency Overnight Shelter operated by WestCOP is the only Emergency Overnight Shelter in the Mount Vernon/ New Rochelle area of Westchester County. The Department issued a Request For Proposal (an “RFP”) in March 2016 requesting proposals from qualified vendors to operate an Emergency Overnight Shelter in the Mount Vernon/ New Rochelle area of Westchester County. While awaiting proposals, the Department submitted a resolution to extend the aforesaid agreement for two months to end on June 30, 2016 and to increase the not to exceed amount by \$73,633, thereby making the new total not to exceed \$222,098. Your Honorable Board approved the aforesaid resolution on May 26, 2016. Any agreement resulting from the RFP was expected to commence on or about July 1, 2016. The RFP did not serve the anticipated purpose as two (2) of the three (3) proposals received were “non-responsive”. The department will be reissuing the RFP modifying the language identifying the target

population to be served. Further, the advertisement of the RFP will be expanded beyond local newspaper to increase competition when it is reissued.

Accordingly, authority is requested to amend the resolution that was approved by your Honorable Board on May 26, 2016 in order to change the end date from June 30, 2016 to December 31, 2016 and to increase the not to exceed by \$220,898 from a total not to exceed \$222,098 to a new total not to exceed \$442,996 to be paid pursuant to an approved program budget and subject to appropriation. This proposed extension would provide enough time to complete the reissuance of the RFP.

The proposed amendment agreement will serve the public purpose of providing a safe, sanitary, warm, dry place for people who are not housed and do not currently participate in the formal County shelter system. The individuals to be served by the emergency shelter are in need of housing, and may have been disqualified from a public assistance program for failing to comply with a rule, procedure or regulation or are otherwise ineligible for DSS benefits.

Except as specifically amended hereby, all other terms and conditions of the Resolution approved by your Honorable Board on May 26, 2016 shall remain in full force and effect. The amendment is to the resolution as the approved amendment has not been executed.

A resolution is annexed hereto, which I recommend for your favorable consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION  
LISA M. J. 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 May 26, 2016 to amend an agreement with Westchester Community Opportunity Program, Inc. to manage and provide a New Rochelle Emergency Overnight Shelter for the term from January 1, 2016 through April 30, 2016 in the amount of \$148,465 (the "2016 Agreement") in order to extend the term of the agreement through June 30, 2016 and to increase the amount not to exceed by \$73,633, for a new total not to exceed of \$222,098 is hereby amended to change the end date of the agreement from June 30, 2016 to December 31, 2016 and to increase the not to exceed amount by \$220,898 from \$222,098 to \$442,996 to be paid pursuant to an approved budget; and be it further

**RESOLVED**, that this contract 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 ("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 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 impact of any such budget(s) 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 the agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions of the Resolution approved by your Honorable Board on May 26, 2016 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 and all documents necessary to effectuate the purposes hereof.

2016

Original Agreement: \$148,465  
First Amendment: \$ 73,633  
This Amendment: **\$220,898**  
Total \$442,996

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
2016	101	22	8900	5860	-----	\$220,898

Budget Funding Year(s): 2016  
(must match resolution)

Start Date: N/A \_\_\_ End Date: December 31, 2016

Funding Source

Tax Dollars: 71%

State Aid: 29%

Federal Aid:

**\$220,898**  
(must match resolution)

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