

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

Philippe Gille  
First Deputy Commissioner

**52551**

**Date:** August 4, 2016

**To:** Board of Acquisition and Contract

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

**Subject:** Authority for the County to amend an agreement with Volunteers of America-Greater New York, Inc. ("VOA") to operate a shelter for up to one hundred forty-nine (149) homeless individuals at the Grasslands Homeless Shelter located at 25 Operations Drive, Valhalla, New York for the term from October 1, 2015 through September 30, 2016 in the total amount not to exceed \$3,586,829 to extend the term for three months to end on December 31, 2016 and increase the not to exceed amount by \$896,707 to a new total not to exceed amount of \$4,483,536 to be paid pursuant to an approved budget and subject to appropriation

Pursuant to a resolution approved by your Honorable Board on November 5, 2015, the County of Westchester, acting by and through its Department of Social Services, entered into an agreement with Volunteers of America-Greater New York, Inc. ("VOA") to operate a shelter for up to one hundred forty-nine (149) homeless individuals at the County's Grasslands Homeless Shelter located at 25 Operations Drive, Valhalla, New York for the term beginning on October 1, 2015 and ending on September 30, 2016 in an amount not to exceed \$3,586,829 to be paid pursuant to an approved budget and subject to appropriation.

Authority is now requested for the County to extend the term of the aforesaid agreement for three months to end on December 31, 2016 and increase the not to exceed amount by \$896,707 to a new total not to exceed of \$4,483,536 to be paid pursuant to an approved budget and subject to appropriations. The extension is being requested to align the term of this agreement with the term of another agreement the County has with VOA which has a term running from January through December. The requested change in the term to calendar year (January through December) would help the department and the contractor to better control the budget and related fiscal aspects of this contract. Further, the change would help in evaluating the performance more effectively and efficiently. This would also help the reporting and auditing requirements.

The agreement with VOA would serve a **public purpose** by providing a safer environment for the homeless population in the County through sheltering services and keeping them off the streets.

The **goals and objectives** of the proposed agreement are to provide emergency shelter to all individuals referred by the Department, to provide 24 hour supervision, meals, counseling and supportive services. Supportive services include referrals to outside agencies for job training, drug/alcohol programs, medical treatment, education and life skills programs. Case management staff will work closely with individuals to increase the success of establishing permanent housing and obtaining 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 the proposed agreement will enhance and ensure the health and safety of the targeted population by providing shelter for persons who would otherwise be in the street, thereby reducing the risk of crime and health related issues.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as the shelter and supportive services provided under the terms of the agreement increase the individual's opportunity of securing permanent housing resources. The provision of life skills training would help reduce the resident's dependence on public assistance.

The **goals and objectives will be tracked and monitored** using the performance measurement indicators developed by the Department. The contractor is required to submit to the Department monthly and quarterly statistical reports on performance/outcome based activities related to the program. Performance outcomes will be tracked and monitored by the Department.

The **Department is able to report that** VOA-Grasslands Homeless Shelter program provided emergency shelter and case management services to 311 unduplicated individuals for the period from October 1, 2015 through June 30, 2016. The Department is also able to report the following outcomes for the aforementioned period:

- Average Length of Stay of those who secured permanent housing: 84 days
- # of individuals who secured permanent housing: 84
- # of individuals who secured transitional housing: 9

Over 50% of shelter recipients are attending a substance and/or mental health related program. Twenty-seven percent (27%) of shelter recipients served at the VOA Grasslands assessment center move into permanent housing within 84 days of entering the shelter system.

This contract is exempt from the Westchester County Procurement Policy under Section 3 (a) xiv as this contract is with a not-for-profit organization for the purpose of providing aid, care and support services to those who are in need of public assistance. This contract is not subject to the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule) as there is no federal funding for this program.

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

Accordingly, the County of Westchester is requesting authority to amend the agreement with Volunteers of America-Greater New York, Inc. for the above stated purpose.

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

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/01/2016 - LISA M. IAJ, SECRETARY

## 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 the agreement with Volunteers of America-Greater New York, Inc. ("VOA") to operate a shelter for up to one hundred forty-nine (149) homeless individuals at the County's Grasslands Homeless Shelter located at 25 Operations Drive, Valhalla, New York for the term from October 1, 2015 through September 30, 2016 in an amount not to exceed \$3,586,829 to extend the term for three months to end on December 31, 2016 and increase the not to exceed amount by \$896,707 from a total not to exceed amount of \$3,586,829 to a new total not to exceed amount of \$4,483,536 to be paid 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 except as specifically amended hereby, all other terms and conditions of the 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 and all documents necessary to effectuate the purposes hereof.

Original Contract Amount: \$3,586,829  
 This amendment: **\$896,707**  
 Total \$4,483,536

Account to be  
 Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2016	101	22	8900	5860	-----	\$896,707

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

Start Date: N/A

End Date: 12/31/2016

Funding Source

Tax Dollars: 71%

State Aid: 29%

**\$896,707**

Federal Aid:

(must match resolution)

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/01/2016 - USA MARIJAJ, SECRETARY