



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

57877

DATE: June 30, 2017

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to enter into an agreement with:

- 1) the United States Department of Housing and Urban Development (“HUD”) in order to accept a grant in the amount of \$260,000.00 to be used to pay for work and services related to the County’s Homeless Management Information System, under HUD’s Continuum of Care Program, for a term commencing on August 1, 2017 and continuing through July 31, 2018; and
- 2) Ecco Via, Inc. d/b/a Ecco Via Solutions; Client Track (“Ecco Via”), pursuant to which Ecco Via will maintain the County’s Homeless Management Information System, for a term commencing on August 1, 2017 and continuing through July 31, 2018, for an amount not-to-exceed \$87,401.40.

Authority is respectfully requested from your Honorable Board for the County of Westchester (the “County”), acting by and through its Department of Social Services (the “Department”), to enter into an agreement with the United States Department of Housing and Urban Development (“HUD”) in order to accept a grant in the amount of \$260,000.00 (Grant No. NY0749L2T041607) under HUD’s Continuum of Care Program, to pay for work and services related to the County’s Homeless Management Information System (“HMIS”), for a term commencing on August 1, 2017 and continuing through July 31, 2018 (the “Grant Agreement”).

I certify that my department, a.) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the “Grant

Terms”), b.) has reviewed the Grant Terms, c.) is aware of and understands all of the Grant Terms, and d.) can and will comply with all of the Grant Terms.

The proposed Grant Agreement will serve a public purpose by providing the funds necessary for the County to pay for work and services related to the County’s HMIS, which is designed to track and monitor the placement and status of the homeless clients of the Department and thereby better serve them.

The goal and objective of the proposed Grant Agreement is to provide the funds necessary for the County to pay for work and services related to the County’s HMIS.

The goal and objective of the proposed Grant Agreement is in the best interests of the County in terms of fiscal responsibility, as the proposed Grant Agreement will make available to the County the funds necessary for the County to pay for work and services related to the County’s HMIS. The goal and objective of the proposed Grant Agreement is also in the best interests of the County in terms of public health and safety, as the County’s HMIS, which will be funded by the proposed Grant Agreement, is designed to track and monitor the placement and status of the homeless clients of the Department and thereby better serve them.

The goal and objective of the proposed Grant Agreement will be tracked and monitored by the Department, in accordance with the requirements of HUD. The Department will be required to prepare and submit an Annual Performance Report to HUD as a requirement of receiving the funding to be provided under the proposed agreement.

The proposed Grant Agreement does not constitute procurement. Accordingly, the provisions of the Westchester County Procurement Policy do not apply.

In addition to the Grant Agreement, authority is also respectfully requested from your Honorable Board for the County, acting by and through the Department, to enter into an agreement with Ecco Via, pursuant to which Ecco Via will maintain the County’s HMIS for a term commencing on August 1, 2017 and continuing through July 31, 2018, for an amount not-to-exceed \$87,401.40, to be paid pursuant to an approved budget (the “Service Agreement”). The Service Agreement will be funded by a portion of the funds awarded to the County under the aforementioned Grant Agreement from HUD.

The proposed Service Agreement will serve a public purpose by providing the services necessary to better track and monitor the placement and status of the homeless clients of the Department of Social Services and thereby better serve them, in compliance with HUD requirements.

The goals and objectives of the proposed Service Agreement are to provide the County with the services necessary to most effectively and efficiently provide services to homeless clients of the Department, assist the County’s vendors providing homeless services in tracking activities and progress of clients in their respective programs, and meet the HUD mandate to have an HMIS.

The goals and objectives of the proposed Service Agreement are in the best interests of the County in terms of fiscal responsibility, as the County will receive necessary and required services while paying for them with Federal funds that have been provided by HUD for that purpose. The goals and objectives of the proposed Service Agreement are also in the best interests of the County in terms of public health, as the services to be provided will assist the Department and its vendors in providing homeless clients with services necessary to ensure their welfare.

The goals and objectives of the proposed Service Agreement will be tracked and monitored by the staff of the Department and the staff of the Department of Information Technology.

The procurement of the proposed Service Agreement was conducted in accordance with Section 13(b) of the County's Procurement Policy, which requires federally-funded procurements to be made in accordance with the applicable federal procurement requirements. Specifically, this procurement complied with 24 C.F.R. 85.36(d)(4)(i)(C). It should be noted that several years ago this vendor was competitively procured through an RFP process. However, over the last few years, rather than issue a new RFP, we have specifically named this vendor in the project application we submit to HUD each year. Since HUD has approved our application each year, we believe that HUD has authorized a non-competitive proposal for this service. It should be further noted that due to the Department's expanding needs and greater expectations from HUD, the Department's Office of Temporary Housing, in collaboration with the Continuum of Care, will be drafting a new RFP for this service going forward.

I respectfully recommend the adoption of the attached Resolution.

KMM/CW/jpg
Attachment

RESOLUTION

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

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services, (the “County”) is hereby authorized to enter into an agreement with the United States Department of Housing and Urban Development (“HUD”) in order to accept a grant in the amount of \$260,000.00 (Grant No. NY0749L2T041607) under HUD’s Continuum of Care Program, to pay for work and services related to the County’s Homeless Management Information System (“HMIS”), for a term commencing on August 1, 2017 and continuing through July 31, 2018; and be it further

RESOLVED, that the County is hereby further authorized to enter into an agreement with Ecco Via, Inc. d/b/a Ecco Via Solutions; Client Track (“Ecco Via”), pursuant to which Ecco Via will maintain the County’s HMIS for a term commencing on August 1, 2017 and continuing through July 31, 2018, for an amount not-to-exceed \$87,401.40, to be paid pursuant to an approved budget; and be it further

RESOLVED, that the County Executive, or his authorized designee, is authorized to execute any and all documents necessary to effectuate the purposes hereof.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	22	688S	4380	T688	\$87,401.40
263	22	688S	9852	T688	\$260,000

Budget Funding Year(s): 2017
(must match resolution)

Start Date: 08/01/17

End Date: 07/31/18

Funding Source

Expense: \$87,401.40
Revenue: \$260,000
(must match resolution)

Tax Dollars:

State Aid:
Federal Aid: 100%

Other: