

George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

61212

DATE: January 31, 2018

TO: Board of Acquisition and Contract

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

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with Lifting Up Westchester, Inc. (formerly known as Grace Church Community Center, Inc.) **1)** to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless women outside the Department's regular shelter system at a facility known as the **Samaritan House** located at 33 Church Street, White Plains, New York; and **2)** to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless men outside the Department's regular shelter system at a facility known as the **Open Arms Shelter** located at 86 East Post Road, White Plains, New York, for the period January 1, 2018 through December 31, 2018 for an amount not to exceed \$2,066,730, to be paid monthly pursuant to an approved budget and subject to appropriation.

The County of Westchester ("County"), acting by and through its Department of Social Services ("Department"), requests authorization to enter into an agreement with Lifting Up Westchester, Inc. ("Lifting Up Westchester"): 1) to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless women outside the Department's regular shelter system at a facility known as the **Samaritan House** located at 33 Church Street, White Plains, New York; and 2) to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless men outside the Department's regular shelter system at a facility known as the **Open Arms Shelter** located at 86 East Post Road, White Plains, New York, for the period from January 1, 2018 through December 31, 2018 for an amount not to exceed \$2,066,730, to be paid monthly pursuant to an approved budget and subject to appropriation.

The services to be provided pursuant to this contract will serve the **public purpose** by assisting the County to improve the quality of life for the targeted population in the County of Westchester by providing emergency shelters, drop-in shelters and supportive services.

The **goals and objectives** of the program are to provide immediate emergency housing to eligible homeless single men and women. Both the Samaritan House and the Open Arms Shelter provide 24 hours on-site supervision, meals, counseling, supportive services that include assistance in finding permanent housing, linkages to outside agencies for job training, drug/alcohol programs, medical treatment, education, and life skills. Both sites will also provide emergency overnight drop-in centers for the target population of homeless men and women outside the Department's regular shelter system, thereby keeping them off the streets during the night hours.

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 aimed at enhancing and ensuring the health and safety of the targeted population by providing immediate emergency housing and onsite supervision. This program creates a safe haven for the targeted population, thereby reducing the risk of them becoming victims of crime and developing general health related issues that result from not having appropriate shelter.

The goals and objectives are in the County's **best interests in terms of fiscal responsibility** as the services provided assist the targeted population in finding transitional and permanent housing, thereby decreasing the cost associated with providing emergency housing. Additionally, through referrals to employment services, the customers may become gainfully employed and thereby, reduce their dependency on public assistance.

The goals and objectives as stated in the resolution will be tracked and monitored through performance measurement indicators created by the Department. They include, but are not limited to, the submission of monthly statistics and quarterly reports as well as direct contact with program staff. The Department is able to report that in 2017, Lifting Up Westchester, Inc. provided emergency overnight shelter to 468 single men and 174 single women at the Open Arms and Samaritan House Shelters, respectively. During the same period, 180 single men and 150 single women received residential shelter services at the Open Arms and Samaritan House Shelters, respectively. Thirteen percent (13%) of the single male residents served secured permanent housing in 2017. Twelve percent (12%) of the single female residents served secured permanent housing in 2017.

This contract is exempt from the procedures of the Westchester County Procurement Policy under Section 3(a) (xiv) thereof. 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.

Therefore, the County is hereby requesting permission to enter into an agreement with Lifting Up Westchester, Inc. for the aforesaid purpose.

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

RESOLUTION

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

RESOLVED, that the County of Westchester (“County”), acting by and through its Department of Social Services (“Department”), is hereby authorized to enter into an agreement with Lifting Up Westchester, Inc. : 1) to operate an emergency shelter as well as an overnight drop-in shelter for single homeless women outside the Department’s regular shelter system at a facility known as the **Samaritan House** located at 33 Church Street, White Plains, New York; and 2) to operate an emergency shelter as well as an overnight drop-in shelter for single homeless men outside the Department’s regular shelter system at a facility known as the **Open Arms Shelter** located at 86 East Post Road, White Plains, New York for the period from January 1, 2018 through December 31, 2018 for an amount not to exceed \$2,066,730, to be paid 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
101	22	8900	5860		\$2,066,730

Budget Funding Year(s): 2018
(must match resolution)

Start Date: 1/1/18

End Date: 12/31/18

Funding Source

\$2,066,730
(must match resolution)

Tax Dollars: 71%
State Aid: 29%
Federal Aid: 0%
Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/01/2018 - LISA MRIJAJ, SECRETARY