



George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

70268

Date: June 6, 2019

To: Board of Acquisition and Contract

From: Kevin M. McGuire
Commissioner of Social Services

Subject: Resolution seeking authority for the County of Westchester to amend an Agreement with the Caring for the Homeless and Hungry of Peekskill, Inc. (“CHHOP”), formerly known as the Caring for the Homeless of Peekskill, Inc. (“CHOP”), to operate a 24-hour adult shelter program for up to nineteen (19) homeless single males and females and an overnight warming site/drop-in center for up to ten (10) homeless single males/ females at Jan Peek House located in Peekskill, New York for the term from February 1, 2018 through January 31, 2019 in an amount not to exceed \$697,987, by increasing the not to exceed amount by \$24,761 to cover the additional day time operating expenses during the contract term from an amount not to exceed \$697,987 to a new total not to exceed \$722,748

Through a resolution approved on March 1, 2018, your Honorable Board authorized the County of Westchester (“County”) to enter into an agreement with the Caring for the Homeless and Hungry of Peekskill, Inc. (“CHHOP”), formerly known as the Caring for the Homeless of Peekskill, Inc. (“CHOP”), for the operation of a 24-hour adult shelter program for up to nineteen (19) homeless single males and females and an overnight warming site/drop-in center for up to ten (10) homeless single males/ females at a facility known as Jan Peek House located at 200 North Water Street, Peekskill, New York for the term from February 1, 2018 through January 31, 2019 in an amount not to exceed \$697,987 payable pursuant to an approved budget and subject to appropriation (“Agreement”). The Agreement was subsequently executed (DSS302-18 dated May 15, 2018)).

CCHOP, at the request of the County, incurred unanticipated expenses in the amount of \$24,761 to keep the facility open for additional day-time operations during the Agreement term.

Accordingly, authority is being requested from your Honorable Board to amend the Agreement retroactively in order to reimburse CCHOP for these additional expenses by increasing the Agreement not to exceed by an additional \$24,761, from \$697,987 to a new total not to exceed amount to f\$722,748.

The proposed agreement serves the **public purpose** of providing emergency shelter to individuals referred by the Department by providing 24-hour supervision, meals, counseling as well as supportive services including referrals to outside agencies for job training, drug/alcohol program, medical treatment, education and life skills training.

The provision of these services are in the **best interests** of the County and are fiscally responsible as they will ensure the health and safety of customers by providing shelter, supportive services and life skills training to persons who would otherwise be on the street, thereby reducing the risk of crime and reducing dependence on public assistance.

The goals and objectives will be tracked and monitored through performance measurement indicators developed by the Department. The tracking and monitoring include the submission of monthly statistics and quarterly reports as well as direct contact with the D.S.S. staff in order to swiftly address any impediments to the program's success.

The proposed agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) (xiv) thereof as this is an agreement with a not-for-profit organization for the purpose of providing aid, care and support to persons 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.

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

RESOLUTION

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

RESOLVED, that the County of Westchester (“County”) is hereby authorized to amend an Agreement dated May 15, 2018 with Caring for the Homeless and Hungry of Peekskill, Inc. (“CHHOP”), formerly known as the Caring for the Homeless of Peekskill, Inc. (“CHOP”) to operate a 24-hour adult shelter program for up to nineteen (19) homeless single males and females and an overnight warming site/drop-in center for up to ten (10) homeless single males/females at Jan Peek House located in Peekskill, New York for the term from February 1, 2018 through January 31, 2019 in an amount not to exceed \$697,987 (the “Agreement”) by increasing the not to exceed amount by \$24,761 to cover the additional day-time operating expenses during the Agreement term, from an amount not to exceed \$697,987 to a new total not to exceed \$722,748; 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 Agreement is subject o 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 the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

Original Contract Amount: \$697,987

This Amendment: \$24,761

New Total: \$722,748

Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2018	101	22	8900	5860	-----	\$24,761

Budget Funding Year(s): 2018-19
(must match resolution)

Start Date: 02/01/18

End Date: 01/31/19

Funding Source:

Tax Dollars: 71%

State Aid: 29%

\$24,761,

Federal Aid: 0%

(must match resolution)

Other:

APPROVED BOARD OF ACQUISITION & CONTRACT 01/11/2019 - LISA MRIJAJ, SECRETARY