

George Latimer  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**73265**

**Date:** December 9, 2020

**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 My Sister's Place, Inc. to operate an emergency shelter for adult women and their minor children residing in the County of Westchester who are victims of domestic violence for the period January 1, 2020 through December 31, 2024 for an amount not to exceed \$2,370,745 to be paid monthly pursuant to an approved budget and subject to appropriation**

Pursuant to Section 6 of the Westchester County Procurement Policy and subsection (d) of Section 200.320 of Article 2 of the Code of Federal Regulations a/k/a the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule), on November 1, 2019 a Request for Proposals ("RFP") was issued seeking emergency housing and comprehensive support services for women and their minor children who are victims of domestic violence and residing in the County of Westchester. Two (2) providers responded. The proposals were evaluated using the criteria specified in the RFP and both vendors were selected to provide services, one for Northern Westchester and the other for Southern Westchester; My Sister's Place, Inc. was awarded the southern zone, and Hope's Door, Inc. was awarded the northern zone.

The County of Westchester (the "County") is now requesting authorization to enter into an agreement with My Sister's Place, Inc. to operate an emergency shelter known as My Sister's Place for adult women and their minor children residing in the County of Westchester who are victims of domestic violence for the period January 1, 2020 through December 31, 2024 for an amount not to exceed \$2,370,745 to be paid monthly at an approximated per diem of \$115.48 pursuant to an approved budget and subject to appropriation. It should be noted that a separate resolution will be submitted to your Honorable Board seeking authorization to enter into a separate Agreement with Hope's Door, Inc. to provide shelter services in the northern zone.

The County proposes to enter into this agreement to provide emergency shelter placements for victims of domestic violence. The Domestic Violence State Aid Rate (“DVSAR”) that has been approved by the New York State Office of Children and Family Services (“OCFS”) for the period of January 1, 2020 through December 31, 2020 is currently \$115.48 per person per day. This rate is subject to modification by the State prior to June 30 of each year. The County is therefore requesting authorization to adjust the current per-diem rate to conform to the revised DVSAR when it is issued by the State.

The services to be provided pursuant to the proposed agreement serve a **public purpose** by assisting the County in providing immediate emergency shelter to eligible victims of domestic violence and their minor children and in reducing the number of cases involving family violence in Westchester County through intervention and proactive prevention.

The **goals and objectives** of the proposed agreement are as follows:

- 1) to provide a safe environment for women and their minor children experiencing domestic violence
- 2) to provide on-site counseling services and support groups
- 3) to increase responsiveness of the criminal justice system to the needs of battered women and their minor children by offering legal services, advocacy and accompaniment services for Court hearings and visits to the District Attorney’s Office.

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 ensuring the health and safety of the targeted population. The County fosters public safety by providing a safe haven in the form of emergency housing to victims of domestic violence and their minor children.

The goals and objectives are in the County’s **best interests in terms of fiscal responsibility** as they help to reduce the financial burden to taxpayers in areas directly or indirectly related to the consequences of domestic violence, such as expenses incurred by the Department of Corrections, Medicaid, Children’s Protective Services, the legal profession and the court system.

The **goals and objectives will be tracked and monitored** using the performance measurement indicators developed by the Department and approved by the County Budget Office. The contractor is required to submit to the Department monthly and quarterly statistical reports on all activities related to the program. Additionally, the operations of the Domestic Violence Shelter are monitored by New York State.

Accordingly, the County of Westchester is requesting authority to enter into an agreement with My Sister’s Place for the above said purpose.

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

KM/DK/MV/jpg  
Attachment

## RESOLUTION

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

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an agreement with My Sister's Place, Inc. to operate an emergency shelter known as My Sister's Place for adult women and their minor children residing in the southern zone of the County of Westchester who are victims of domestic violence for the period January 1, 2020 through December 31, 2024 for an amount not to exceed \$2,370,745 to be paid monthly at an approximated per diem of \$115.48 pursuant to an approved budget; and be it further

**RESOLVED**, that the contract per diem rate of \$115.48 is subject to change as may be prescribed by the New York State Office of Children and Family Services; and be it further

**RESOLVED**, that the County Executive or his authorized designee is hereby authorized to amend the aforementioned agreement subsequent to execution of the same in order to adjust the per diem rate to conform to the anticipated future modification of the said rate by the New York State Office of Children and Family Services at such time as the County is notified by the State of such modification of the rate provided that such rate does not exceed the amount authorized herein; 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
2020	101	22	8900	5850	-----	\$474,149
2021	101	22	8900	5850	-----	474,149
2022	101	22	8900	5850	-----	474,149
2023	101	22	8900	5850	-----	474,149
2024	101	22	8900	5850	-----	474,149
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Budget Funding Year(s): 2020-2024 Start Date: 01/01/2020 End Date: 12/31/2024  
(must match resolution)

Funding Source Tax Dollars: 1%  
State Aid 0%  
**\$2,370,745** Federal Aid: 99%  
(must match resolution) Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/09/2020 - LISA M. HAN, SECRETARY