

DATE February 19, 2010

TO: Board of Acquisition and Contract

FROM: Edward Buroughs
Acting Commissioner

SUBJECT: Resolution to Exempt from the Westchester County Procurement Policy and Procedures, an Agreement with Grace Church Community Center, Inc.,(GCCC) to Provide Case Management Services and Rental Assistance to Persons with AIDS/HIV and their Families, Enabling them to Remain in their Homes, Pursuant to Section 3(a)xxi of the Westchester County Procurement Policy

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy an agreement with Grace Church Community Center, Inc., to provide a grant from the Housing Opportunities for Persons With AIDS Program (HOPWA) for case management services and rental assistance. The program will help approximately 85 households under the tenant based rental assistance (TRBA) for a period of one year as well as case management services, and 40 households will be assisted with short term rent, mortgage or utility (STRMU) assistance for a period not to exceed 21 weeks in order for these persons with AIDS/HIV and their families to remain housed. The total of the grant is \$1,358,362.00, and the term of the agreement is April 1, 2010, to March 31, 2011.

Grace Church Community Center, Inc., has been administering this program, funded through the County's HOPWA Program, for the past 18 years. Westchester County received the HOPWA grant from the U.S. Department of Housing and Urban Development through New York City. The GCCC Program has been continually monitored by both the Westchester County Planning Department and New York City and found to be in compliance with the HOPWA Program requirements. Through this grant, rental subsidies and case management services are provided to low income persons with HIV/AIDS and their families throughout Westchester County to enable them to remain in their homes. Funding for this program is allocated as follows: TBRA \$929,632.00 (rental subsidies are determined on a case by case basis according to Section 8 eligibility guidelines) and STRMU \$60,000.00 for subsidies and \$369,000.00 for supportive services (case management services and related supportive services, with administrative fees not to exceed 7 percent of the contract amount).

The agreement will serve the public purpose of providing affordable housing to persons with HIV/AIDS.

The goal and objective of this program is to assist persons with HIV/AIDS and their families with supportive services and rental housing assistance so that they can remain in permanent and affordable housing. The program will be monitored, as Grace Church Community Center will submit quarterly reports and an annual performance report at the end of the calendar year to the Department of Planning, and site visits will be conducted.

Ordinarily, Section 5(a) of the Procurement Policy requires the County to issue a Request for Proposals in order to procure this type of service. However, pursuant to Section 3(a)xxi, the Procurement Policy is not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interest of the County. Given the organization's excellent reputation for providing quality housing services, it is

proposed that the best interest of the County would be served by exempting the procurement of an agreement with Grace Church Community Center, Inc., from the procurement policy.

Accordingly, a resolution to exempt the procurement of Grace Church Community Center, Inc., is hereby submitted for your consideration.

I recommend approval of this exemption.

EB/dg
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 3-4-2010 - JOMARY VIEIRA, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM THE ACTING COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED: that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County in connection with this procurement. This procurement includes the provision of case management services and rental assistance to person with AIDS/HIV and their families, with Grace Church Community Center, Inc., 52 North Broadway, White Plains, New York.

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