



Department of Emergency Services

Memorandum

85135

Date: May 17, 2021

To: The Honorable Board of Acquisition and Contract

From: Richard Wishnie
Acting Commissioner of Emergency Services

Re: **Resolution Authorizing the County to amend its agreement with United Way of Westchester and Putnam, Inc. (“United Way”) in order to add the service of a Spanish-speaking call specialist to provide counseling and referral services to Spanish-speaking residents in need of emergency rental assistance due to the Covid-19 Pandemic and to increase the amount of the agreement by \$14,768.00 for a total amount not to exceed \$114,273.00.**

On November 10, 2016, your Honorable Board authorized the County of Westchester (the “County”), acting by and through the Department of Emergency Services, to enter into an agreement (the “Agreement”) with United Way of Westchester and Putnam, Inc. (“United Way”) in order to utilize United Way’s 2-1-1 service to assist with the continued operation of the County’s Special Needs Registry (“SNR”) from October 1, 2016 through September 30, 2019, with the County having the sole option to renew the Agreement once for an additional two years. Pursuant to the Agreement, United Way was to be compensated an amount not to exceed \$19,000 per year for a total amount not to exceed \$57,000.

On October 31, 2019, your Honorable Board authorized the County to enter into an amendment to the Agreement in order to exercise its option to renew the Agreement with the United Way in order to continue to utilize United Way’s 2-1-1 service from October 1, 2019 through September 30, 2021 (the “Renewal period”). Pursuant to the First Amendment, United Way will be compensated an amount not to exceed \$19,000 per year during the Renewal Period, for a new total amount not to exceed \$95,000.

On May 7, 2020, your Honorable Board authorized the County to enter into a second amendment to the Agreement in order to exercise its option to renew the Agreement with the United Way in order to increase the amount of the Agreement by \$4505.00 for the time period from October 1, 2019 through September 30, 2020, for a new total amount not to exceed \$99,505.00.

Authority is now requested from your Honorable Board for the County to enter into a third amendment to the Agreement (the "Third Amendment") in order to amend the scope of work by adding the service of a Spanish-speaking call specialist to provide referral services to Spanish-speaking residents in need of emergency rental assistance due to the Covid-19 Pandemic and to increase the amount of the agreement by \$14,768.00 for a total amount not to exceed \$114,273.00.

Due to the devastating economic and financial effects of the Covid-19 Pandemic, many County residents are unable to pay their rent and are in danger of losing their housing, including those whose primary language is Spanish. The addition of the Spanish-speaking call specialist will allow the United Way 2-1-1 answering center to assist these residents by providing counseling and referrals to various services and funding offered by the County, New York State, and not-for-profit organizations to address this crisis.

The proposed additional services are exempt from the application of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(xiv) thereof.

Goals & Objectives: The goal of the Third Amendment is to add the service of a Spanish-speaking call specialist to provide counseling and referral services to Spanish-speaking residents in need of emergency rental assistance due to the Covid-19 Pandemic.

Public Benefit: The Third Amendment will enable the County to use the 2-1-1 call taking/processing professionals to serve Spanish-speaking residents in need of emergency rental assistance due to the Covid-19 Pandemic.

Monitoring: The Third Amendment will be monitored for performance and quality assurance of data entered by the DES staff, reporting to the Commissioner.

Accordingly, I recommend that your Honorable Board approve the annexed proposed Resolution.

RW/l/jrc
Attachment

RESOLUTION

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

RESOLVED, that the County of Westchester (“County”) acting by and through its Department of Emergency Services, is authorized enter into an amendment (the “Third Amendment”) to its agreement (the “Agreement”) with United Way of Westchester and Putnam, Inc. (“United Way”) which commenced on October 1, 2016 and (as previously amended) expires on September 30, 2021 in order to amend the scope of work by adding the service of a Spanish-speaking call specialist to provide counseling and referral services to Spanish-speaking residents in need of emergency rental assistance due to the Covid-19 Pandemic, and to increase the amount of the Agreement by \$14,768.00, for a new total amount not to exceed \$114,273.00; and be it further

RESOLVED, that the Agreement and the Amendments thereto are subject to County appropriations; and be it further

RESOLVED, that the Agreement and the Amendments thereto are 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 United Way, then the United Way 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 hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	20	1000	4998 01		\$14,768

Budget Funding Year(s) 2021 Start Date 10/1/19 End Date: 9/30/21 (must match resolution)

Funding Source Tax Dollars _____

State Aid _____

\$14,768 Federal Aid \$14,768

(must match resolution) Other _____