



George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

**88939**

**DATE:** November 18, 2021

**TO:** Honorable Members of the Board of Acquisition and Contract

**FROM:** Leonard G. Townes, Commissioner  
Department of Social Services

**SUBJECT:** Authority to enter into an agreement with Legal Services of the Hudson Valley (“LSHV”) pursuant to which LSHV will operate an Eviction Prevention Legal Services Program to provide access to eviction prevention legal services for at-risk low-income Westchester County individuals or families, and victims of domestic violence, facing eviction and loss of permanent housing, in Yonkers City Court, Mount Vernon City Court, White Plains City Court, Peekskill City Court, the Village of Ossining Justice Courts, and other Westchester eviction courts, as needed for a term commencing on January 1, 2022 and continuing through December 31, 2022 for an amount not-to-exceed \$1,152,488, to be paid pursuant to an approved budget and subject to appropriation.

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Authority is requested for the County of Westchester (the “County”), acting by and through its Department of Social Services (the “Department”), to enter into an agreement (the “Agreement”) with LSHV, pursuant to which LSHV will operate an Eviction Prevention Legal Services Program (“EPLS”) to provide access to eviction prevention legal services for at-risk low-income Westchester County individuals or families, and victims of domestic violence, facing eviction and loss of permanent housing, in Yonkers City Court, Mount Vernon City Court, White Plains City Court, Peekskill City Court, the Village of Ossining Justice Courts, and other Westchester eviction courts, as needed for a term commencing on January 1, 2022 and continuing through December 31, 2022. In consideration for services rendered, the County will pay LSHV an amount not-to-exceed \$1,152,488, to be paid pursuant to an approved budget and subject to appropriation. All reimbursements will be based upon actual expenses incurred for services rendered in accordance with the approved budget following submission by LSHV of quarterly reports to substantiate the basis for payment in an invoice.

The proposed Agreement will serve a public purpose by providing legal representation to low-income families in the County who are at risk of becoming homeless and entering the County's shelter system.

The goals of EPLS is to reduce the number of homeless households entering the shelter system due to loss of permanent housing by eviction. The program is designed to provide legal representation to prevent evictions, divert homeless shelter placement and/or delay loss of permanent housing.

The goals and objectives of the Agreement will be tracked and monitored by the Department.

The procurement of this Agreement is exempt from the requirements of the Westchester County Procurement Policy pursuant to Section 3(a) (xiv) thereof, which exempts contracts with non-for-profit organizations for the purposes of providing aid, care and support to persons in need of public assistance.

Attached for your consideration is a proposed Resolution.

KMM/BG/jpg  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/02/2021 - RAYMOND SCULKY, SECRETARY

## RESOLUTION

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

**RESOLVED**, Enter into an agreement (the "Agreement") with Legal Services of the Hudson Valley ("LSHV"), pursuant to which LSHV will operate an Eviction Prevention Legal Services Program to provide access to eviction prevention legal services for at-risk low-income Westchester County individuals or families, and victims of domestic violence, facing eviction and loss of permanent housing, in Yonkers City Court, Mount Vernon City Court, White Plains City Court, Peekskill City Court, the Village of Ossining Justice Courts, and other Westchester eviction courts, as needed for a term commencing on January 1, 2022 and continuing through December 31, 2022 for an amount not-to-exceed \$1,152,488, to be paid pursuant to an approved budget, following submission by LSHV of quarterly reports to substantiate the basis for payment. And be it further

**RESOLVED**, that this Agreement is subject to 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 (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 duly authorized designee be and hereby is authorized and empowered to execute any and all documents and take any actions necessary to effectuate the purposes hereof.

Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
101	22	8900	5960	---	\$1,152,488

Budget Funding Year (s): 2022 Start Date: 1/1/2022 End Date: 12/31/2022  
 (must match resolution)

Funding Source:

Tax Dollars: 62%

State Aid: 38%

**\$ 1,152,488**

Federal Aid:

(must match resolution)

Other: N/A

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