



George Latimer
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

91621

DATE: February 28, 2022

TO: Board of Acquisition and Contract

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

SUBJECT: Authority for the County of Westchester to further amend its agreement with Westchester Community Opportunity Program, Inc. to operate a warming center for up to forty women at First Street, Mount Vernon, New York for the term February 1, 2021 through January 31, 2022 that includes a day program for up to 100 individuals for the term February 1, 2021 through September 30, 2021 and the Quarantine Housing Assistance Program ("QHAP") for the term July 1, 2021 through September 30, 2021 (the "Agreement") by, a.) extending the day program to a new termination date of January 31, 2022 and increasing the amount of the Agreement by \$108,104 to cover the cost of the day services, b.) extending the QHAP services at the WestCOP OASIS New Rochelle to a new termination date of January 31, 2022 and increasing the amount of the Agreement by \$130,489 to cover the cost of the QHAP services, and c.) adding additional QHAP services at three (3) emergency housing locations in Mount Vernon for the term December 31, 2021 through January 11, 2022 and increasing the amount of the agreement by \$13,996 to cover the cost of the QHAP services for a new total amount not to exceed \$1,103,941, payable pursuant to an approved budget.

By resolution approved on May 20, 2021, your Honorable Board authorized the County of Westchester (the "County"), acting by and through the Department of Social Services (the "Department"), to enter into an agreement with Westchester Community Opportunity Program, Inc. ("WestCOP") to operate a warming center known as the Oasis Annex for up to forty (40) women at First Street in Mount Vernon (the "Facility") in

an amount not to exceed \$509,898 for the term February 1, 2021 through January 31, 2022, including a day program and one meal per day for up to one hundred (100) individuals in the amount of \$161,790 for the term February 1, 2021 through June 30, 2021, for a total not to exceed amount of \$671,688 (the "Agreement"), payable pursuant to an approved budget. The Agreement was subsequently executed.

Thereafter, by resolution approved on September 29, 2021, your Honorable Board authorized the County to amend the Agreement by a.) extending the day program without meals through September 30, 2021 and increasing the amount of the Agreement by \$77,572 to cover the costs of the day services, and b.) adding the Quarantine Housing Assistance Program ("QHAP") for the term July 1, 2021 through September 30, 2021 and increasing the amount of the agreement by \$102,092 to cover the cost of the QHAP services, for a total amount not to exceed \$851,352 (the "First Amendment"). The First Amendment was subsequently executed.

The Department respectfully requests the approval of your Honorable Board to further amend the Agreement by: a.) extending the day program to a new termination date of January 31, 2022 and increasing the amount of the Agreement by \$108,104 to cover the cost of the day services, b.) extending the QHAP services at WestCOP OASIS New Rochelle to a new termination date of January 31, 2022 and increasing the amount of the Agreement by \$130,489 to cover the cost of the QHAP services, and c.) adding additional QHAP services at three (3) emergency housing locations in Mount Vernon for the term December 31, 2021 through January 11, 2022 and increasing the amount of the Agreement by \$13,996 to cover the cost of the QHAP services, for a new total amount not to exceed \$1,103,941 (the "Second Amendment"), payable pursuant to an approved budget.

As you are aware, pursuant to the Agreement, women, who are not residents of any established shelters in Westchester County, are transported each night from the Oasis Shelter operated at 19 Washington Avenue, New Rochelle to the Facility where they will be provided with a safe place to sleep, including a cot, bed linens, toiletries, bathrooms and showering/bath facilities, and then returned to the Oasis Shelter at 7a.m. the following morning. The day program provides day services for individuals utilizing the Emergency Drop Shelter at WestCOP OASIS New Rochelle and WestCOP OASIS Annex Shelters and one meal per day for participants who utilized the emergency drop-in shelters in Mt Vernon and New Rochelle during local isolation orders issued by NYS and local governments. Day services had previously been provided by Hope Community Services; however, this provider requires daily proof of a negative COVID-19 test, which the individuals requiring these day services were unable to provide. The proposed amendment would authorize the extension of the day program, without meals, through January 31, 2021 and would extend the Quarantine Housing Assistance Program ("QHAP") which will assist up to five individuals in quarantine at WestCOP OASIS New Rochelle for the term October 1, 2021 through January 31, 2022, and will add additional QHAP services for ten (10) emergency housing units at three (3) emergency housing locations in Mount Vernon for the term December 31, 2021 through January 11, 2022.

The proposed Amendment will serve a **public purpose** by providing a safe, sanitary, warm, dry place for day services, and a quarantine housing assistance program for people who are not housed and do not currently participate in the formal County shelter system.

The **goal and objective** of the proposed Amendment is to provide day services for up to 100 individuals where COVID-19 isolation orders are in place for homeless individuals in the Mount Vernon/New Rochelle area of Westchester County as well as QHAP services, which will assist up to fifteen individuals in quarantine.

The **goal and objective** of the proposed Amendment is in the best interests of the County in terms of public health and safety, as the County having the services necessary to operate a day center for up to 100 people in the Mount Vernon/New Rochelle area of Westchester County as well as QHAP services for individuals in quarantine will ensure the health and safety of the individuals who seek such services.

The **goals and objectives of the proposed Amendment will be tracked and monitored** by the Department of Social Services.

It should be noted that the procurement of this Amendment is aimed at addressing the emergency circumstances concerning COVID-19, and the risk that would be associated with the inability of affected persons to effectively isolate themselves when it is necessary to do so. Procuring the services to be provided under this Amendment in compliance with the ordinary requirements of the Westchester County Procurement Policy would, therefore, endanger the health, safety, and well-being of persons by causing the procurement process to take a longer period of time. Accordingly, the proposed Amendment is being procured as an accelerated procurement pursuant to Section 10 of the Westchester County Procurement Policy.

In addition, the proposed Amendment is being partially funded with Federal funds. Section 13 of the Westchester County Procurement Policy specifies that each procurement that is funded, in whole or in part, by federal funds shall be made in accordance with any and all applicable federal laws, regulations, rules, guidance, instructions, or grant terms. Specifically, this procurement complies with 2 C.F.R. 200.320(c)(3), which allows for non-competitive procurement when “[t]he public exigency or emergency for the requirement will not permit a delay resulting from publicizing a competitive solicitation”, based on the emergency circumstances concerning COVID-19 and the related urgent need for services for persons who will be in County-provided isolation housing.

I respectfully recommend the adoption of the attached Resolution.

LGT/DI/BG

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") acting by and through its Department of Social Services, is hereby authorized to further amend its agreement with Westchester Community Opportunity Program, Inc. ("WestCOP") to operate a warming center known as the Oasis Annex for up to forty (40) women at First Street in Mount Vernon (the "Facility") for the term February 1, 2021 through January 31, 2022, including a day program for up to 100 individuals for the term February 1, 2021 through September 30, 2021, and a Quarantine Housing Assistance Program ("QHAP") for the term July 1, 2021 through September 30, 2021 for a total amount not to exceed \$851,352 (the "Agreement"), by a.) extending the term of the day program through January 31, 2022 and increasing the amount of the Agreement by \$108,104 to cover the cost of the day services, b.) extending the Quarantine Housing Assistance Program ("QHAP") at WestCOP OASIS New Rochelle for the term October 1, 2021 through January 31, 2022 and increasing the amount of the Agreement by \$130,489 to cover the cost of the QHAP services, and c.) adding additional QHAP services at three (3) emergency housing locations in Mount Vernon for the term December 31, 2021 through January 11, 2022 and increasing the amount of the agreement by \$13,996 to cover the cost of the QHAP services, for a new total amount not to exceed \$1,103,941, payable pursuant to an approved budget.

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 is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes hereof.

Original Agreement: \$671,688
 First Amendment: \$179,664
 Second Amendment: \$252,589
 TOTAL: \$1,103,941

Account to be
 Charged/Credited

Year	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2021	101	22		8900	5860	\$54,052
2022	101	22		8900	5860	\$54,052
2021	101	22		8900	5998	\$86,993
2022	101	22		8900	5998	\$57,492

Budget Funding Year(s): 2021-22 Start Date: 10/1/21 End Date: 1/31/22
 (must match resolution)

	5860	5998
Funding Source	Tax Dollars: <u>71%</u>	_____
<u>\$252,589</u>	State Aid: <u>29%</u>	_____
(must match resolution)	Federal Aid: _____	<u>100%</u>
	Other: _____	

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/18/2021 - RAYMOND SCULKY, SECRETARY