



Kenneth W. Jenkins  
County Executive

Department of Community Mental Health

Michael Orth, M.S.W.  
Commissioner

**[111013]**

Date: April 25, 2025

To: Honorable Members of the Board of Acquisition and Contract

From: Michael Orth, M.S.W.  
Commissioner, Department of Community Mental Health

Re: Authority to amend an agreement with The Guidance Center of Westchester, Inc., pursuant to which the agency was to provide certain community mental health services, for the period from January 1, 2022 through December 31, 2026, by, a.) modifying its scope of services, in order to add additional community mental health services, for the period from January 1, 2023 through December 31, 2026, b.) increasing its not-to-exceed amount by \$830,183.00, in order to pay for the additional services, and c.) modifying its budget in order to allocate the additional funds that will be used to pay for the additional services.

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By a resolution approved on December 16, 2021, your Honorable Board authorized the County of Westchester (the "County") to, among other things, enter into an agreement with The Guidance Center of Westchester, Inc., ("TGC"), pursuant to Articles 25 and 41 of the New York State Mental Hygiene Law, and pursuant to which agreement TGC was to provide certain community mental health services, for the period from January 1, 2022 through December 31, 2026, for an amount not-to-exceed \$19,300,343.00 (the "Agreement"). The Agreement was subsequently executed.

The New York State Office of Mental Health ("OMH") has informed the County that it had made additional funding available for the Agreement, for additional community mental health services to be provided by TGC, in the amount of \$830,183.00 (the "Additional Services").

For administrative purposes, the County is required to have only one (1) agreement with each provider of the type of community mental health services that are provided under the Agreement. Accordingly, in order to contract with TGC for the Additional Services, the County must amend the existing Agreement, rather than enter into a new, separate agreement.

Accordingly, the County respectfully requests authority from your Honorable Board to amend the Agreement by, a.) modifying its scope of services, in order to add the Additional Services, for the period from January 1, 2023 through December 31, 2026, b.) increasing its not-

to-exceed amount by \$830,183.00, from an amount not-to-exceed \$19,300,343.00 to a new total not-to-exceed amount of \$20,130,526.00, in order to pay for the Additional Services, and c.) modifying its budget in order to allocate the additional funds that will be used to pay for the Additional Services (the "First Amendment").

Except as specifically described above, all terms and conditions of the Agreement shall remain in full force and effect.

The proposed First Amendment will serve a public purpose by making available to TGC the allocation intended for it by New York State for additional community mental health services, and ensuring that the County receives the intended additional services.

The goal and objective of the proposed First Amendment is to make available to TGC the allocation intended for it by New York State for additional community mental health services, and ensuring that the County receives the intended additional services.

The goal and objective of the proposed First Amendment is in the best interests of the County in terms of health and the environment, as making available to TGC the allocation intended for it by New York State for additional community mental health services, and ensuring that the County receives the intended additional services, will ultimately allow individuals in need of such services to receive them and thereby have their health be improved.

The goal and objective of the proposed First Amendment will be tracked and monitored by the staff of the Department of Community Mental Health.

The procurement of the Additional Services, under the proposed First Amendment, is exempt from the requirements of the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xi) thereof, which exempts "[a]ny procurement made pursuant to procurement procedures provided for under any other federal or state law applicable to such procurement", as New York State has given the County specific instructions as to the contractor with which the County must contract to use the additional funds for the Additional Services.

I respectfully recommend the adoption of the attached resolution

MO/mkc/bdm-r

## **RESOLUTION**

Upon a communication from the Commissioner of the Department of Community Mental Health, be it hereby:

**RESOLVED**, that the County of Westchester (the “County”) is hereby authorized to amend an agreement with The Guidance Center of Westchester, Inc., (“TGC”), which the County entered into pursuant to Articles 25 and 41 of the New York State Mental Hygiene Law, and pursuant to which TGC was to provide certain community mental health services, for the period from January 1, 2022 through December 31, 2026, for an amount not-to-exceed \$19,300,343.00, (the “Agreement”) by, a.) modifying its scope of services, in order to add additional community mental health services (the “Additional Services”), for the period from January 1, 2023 through December 31, 2026, b.) increasing its not-to-exceed amount by \$830,183.00, from an amount not-to-exceed \$19,300,343.00 to a new total not-to-exceed amount of \$20,130,526.00, in order to pay for the Additional Services, and c.) modifying its budget in order to allocate the additional funds that will be used to pay for the Additional Services; and be it further

**RESOLVED**, that except as specifically hereby authorized to be amended, all terms and conditions of the Agreement shall remain in full force and effect; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is hereby authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

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Original Agreement: \$19,300,343.00  
 This 1st Amendment: \$ 830,183.00  
 TOTAL: \$20,130,526.00

Account to be  
 Charged/Credited

	Fund	Dept	Unit	Object/ Sub Object	Trust Account	Activity	Dollars
	263	26	T177Y	4380	T177	4000	\$51,936.00
	263	26	T177Z	4380	T177	4000	\$79,219.00
	263	26	T177A	4380	T177	4000	\$258,802.00
	263	26	T177B	4380	T177	4000	\$440,226.00

Budget Funding Year(s): \_\_\_\_\_ Start Date: 01/01/2023 End Date: 12/31/2026  
 (must match resolution)

Funding Source Tax Dollars: \_\_\_\_\_  
 State Aid: \$830,183.00  
 Federal Aid: \_\_\_\_\_  
 Other: \_\_\_\_\_  
\$830,183.00  
 (must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/08/2025 - RAYMOND COUNTY, SECRETARY