



George Latimer
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

110126

Date: December 11, 2024

To: Board of Acquisition and Contract

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

Subject: Resolution authorizing the County of Westchester to enter into an agreement with My Sisters' Place, Inc. to operate an emergency shelter for adult women and their minor children residing in the County of Westchester who are victims of domestic violence for an initial term commencing on January 1, 2025 through December 31, 2025 for an amount not to exceed \$582,945 to be paid monthly pursuant to an approved budget and subject to appropriation, with the County reserving an option to renew the agreement for up to four (4) additional terms of one (1) year each.

Pursuant to Section 6 of the Westchester County Procurement Policy and subsection (d) of Section 200.320 of Article 2 of the Code of Federal Regulations a/k/a the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule), on November 12, 2024 a Request for Proposals ("RFP") was issued seeking emergency housing and comprehensive support services for women and their minor children who are victims of domestic violence and residing in the County of Westchester. Two (2) providers responded. The proposals were evaluated using the criteria specified in the RFP and both vendors were selected to provide services, one for Northern Westchester and the other for Southern Westchester; My Sisters' Place, Inc. was awarded the southern zone, and Hope's Door, Inc. was awarded the northern zone.

The County of Westchester (the "County") is now requesting authorization to enter into an agreement with My Sisters' Place, Inc. to operate an emergency shelter known as My Sisters' Place for adult women and their minor children residing in the southern zone of the County of Westchester who are victims of domestic violence for an initial term of one (1) year commencing on January 1, 2025 through December 31, 2025 (the "Initial Term") for an amount not to exceed \$582,945, to be paid monthly at an approximated per diem rate of \$136.74,

pursuant to an approved budget. Following the expiration of the Initial Term, the County, at its sole option, may renew the Agreement for up to four (4) additional terms of one (1) year each in the not-to-exceed amounts set forth below, subject to appropriation and further approval of your Honorable Board:

January 1, 2026 – December 31, 2026 \$582,945
January 1, 2027 – December 31, 2027 \$582,945
January 1, 2028 – December 31, 2028 \$582,945
January 1, 2029 – December 31, 2029 \$582,945

The County proposes to enter into this agreement to provide emergency shelter placements for victims of domestic violence. The Domestic Violence State Aid Rate (“DVSAR”) that has been approved by the New York State Office of Children and Family Services (“OCFS”) for the period of January 1, 2025 through December 31, 2025 is currently \$136.74 per person per day. This rate is subject to modification by the State prior to June 30 of each year. The County is therefore requesting authorization to adjust the current per-diem rate to conform to the revised DVSAR when it is issued by the State.

The services to be provided pursuant to the proposed agreement serve a public purpose by assisting the County in providing immediate emergency shelter to eligible victims of domestic violence and their minor children and in reducing the number of cases involving family violence in Westchester County through intervention and proactive prevention.

The goals and objectives of the proposed agreement are as follows:

- 1) to provide a safe environment for women and their minor children experiencing domestic violence
- 2) to provide on-site counseling services and support groups
- 3) to increase responsiveness of the criminal justice system to the needs of battered women and their minor children by offering legal services, advocacy and accompaniment services for Court hearings and visits to the District Attorney’s Office.

The goals and objectives of this program are in the best interests of the County in terms of public health and public safety as they are aimed at ensuring the health and safety of the targeted population. The County fosters public safety by providing a safe haven in the form of emergency housing to victims of domestic violence and their minor children.

The goals and objectives are in the County’s best interests in terms of fiscal responsibility as they help to reduce the financial burden to taxpayers in areas directly or indirectly related to the consequences of domestic violence, such as expenses incurred by the Department of Corrections, Medicaid, Children’s Protective Services, the legal profession and the court system.

The goals and objectives will be tracked and monitored using the performance measurement indicators developed by the Department and approved by the County Budget Office. The contractor is required to submit to the Department

monthly and quarterly statistical reports on all activities related to the program. Additionally, the operations of the Domestic Violence Shelter are monitored by New York State.

Accordingly, the County of Westchester is requesting authority to enter into an agreement with My Sisters' Place, Inc. for the above said purpose.

A resolution requesting the same is attached for your Honorable Board's approval.

LGT/tml

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/19/2024 - RAYMOND SCULKY, SECRETARY

R E S O L U T I O N

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

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with My Sisters' Place, Inc. to operate an emergency shelter known as My Sisters' Place for adult women and their minor children residing in the southern zone of the County of Westchester who are victims of domestic violence for an initial term of one (1) year commencing in January 1, 2025 through December 31, 2025 (the "Initial Term") for an amount not to exceed \$582,945 to be paid monthly at an approximated per diem of \$136.74, pursuant to approved budget. Following the expiration of the Initial Term, the County, at its sole option, may renew the Agreement for up to four (4) additional terms of one (1) year each in the not-to-exceed amounts set forth below, subject to appropriation and further approval of the Board of Acquisition & Contracts:

January 1, 2026 – December 31, 2026 \$582,945
January 1, 2027 – December 31, 2027 \$582,945
January 1, 2028 – December 31, 2028 \$582,945
January 1, 2029 – December 31, 2029 \$582,945

; and, be it further

RESOLVED, that the contract per diem rate of \$136.74 is subject to change as may be prescribed by the New York State Office of Children and Family Services; and, be it further

RESOLVED, that this contract 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 authorized designee is empowered to execute any document necessary to implement this Resolution.

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
101	22	8900	5850		\$582,945

2. Budget Funding Year(s): 2025

Start Date: January 1, 2025 End Date: December 31, 2025
(must match resolution)

3. Funding Source:

Federal	99%	CFDA#(s)	93.671		
State	0%	State ID#(s)	N/A		
Operating/ Tax Levy	1%				
Capital	N/A				

4. Total NTE: \$582,945
(Must match resolution)

APPROVED BOARD OF ACQUISITION & CAPITAL ACQUISITION 12/19/2024 - RAYMOND SCULKY SECRETARY