



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

112488

DATE: November 18, 2025

TO: Honorable Members of the 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 Lifting Up Westchester, Inc.: 1) to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless women outside the Department's regular shelter system at a facility known as the Samaritan House in White Plains, New York; and 2) to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless men outside the Department's regular shelter system at a facility known as the Open Arms Shelter located in White Plains, New York, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$3,180,561.

Authorization 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 (DSS3004-26) with Lifting Up Westchester, Inc. 1) to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless women outside the Department's regular shelter system at a facility known as the Samaritan House located at 33 Church Street, White Plains, New York; and 2) to operate an emergency shelter as well as an overnight Drop-In shelter for single homeless men outside the Department's regular shelter system at a facility known as the Open Arms Shelter located at 86 East Post Road, White Plains, New York, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$3,180,561, to be paid on a monthly basis pursuant to an approved budget and subject to appropriation (DSS3004-26 the "Agreement").

The services to be provided pursuant to this Agreement will serve a public purpose by assisting the County to improve the quality of life for the targeted population in the County of Westchester by providing emergency shelters, drop-in shelters and supportive services.

The goals and objectives of this Agreement are to provide immediate emergency housing to eligible homeless single men and women. Both the Samaritan House and the Open Arms Shelter provide 24-hour on-site supervision, meals, counseling, supportive services that include assistance in finding permanent housing, linkages to outside agencies for job training, drug/alcohol programs, medical treatment, education, and life skills. Both sites will also provide emergency overnight drop-in centers for the target population of homeless men and women outside the Department's regular shelter system, thereby keeping them off the streets during the night hours.

The goals and objectives of this Agreement are in the best interest of the County in terms of public health and public safety as they are aimed at enhancing and ensuring the health and safety of the targeted population by providing immediate emergency housing and onsite supervision. This Agreement creates a safe haven for the targeted population, thereby reducing the risk of them becoming victims of crime and developing general health related issues that result from not having appropriate shelter.

The goals and objectives of this Agreement are in the best interest of the County in terms of fiscal responsibility as the services provided assist the targeted population in finding transitional and permanent housing, thereby decreasing the cost associated with providing emergency housing. Additionally, through referrals to employment services, the customers may become gainfully employed and this way, reduce their dependency on public assistance.

The goals and objectives will be tracked and monitored using performance measurement indicators developed by the Department. They include, but are not limited to, the submission of monthly statistics and quarterly reports, as well as direct contact with program staff.

Based on the Performance Measurement Indicators, the Department is able to report that from January 1, 2025 through September 30, 2025, Lifting up Westchester, Inc. recorded the following data:

	Emergency Overnight Shelter	Residential Shelter Services
Samaritan House	130 Single Women	67 Single Women
Open Arms Shelter	254 Single Men	92 Single Men

The procurement of this Agreement is exempt from application of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xiv thereof. It should be noted that this agreement is not subject to the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule), as there is no federal funding for this program.

Accordingly, the County of Westchester is hereby requesting authority to enter into an agreement with Lifting Up Westchester, Inc. for the aforesaid purpose.

An appropriate resolution requesting your Honorable Board's approval is attached herewith.

LGT/YT/lhd

Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/04/2025 - RAYMOND SCULKY, SECRETARY

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 (the "Department"), is hereby authorized to enter into an agreement (DSS3004-26) with Lifting Up Westchester, Inc. 1) to operate an emergency shelter as well as an overnight drop-in shelter for single homeless women outside the Department's regular shelter system at a facility known as the Samaritan House located at 33 Church Street, White Plains, New York; and 2) to operate an emergency shelter as well as an overnight drop-in shelter for single homeless men outside the Department's regular shelter system at a facility known as the Open Arms Shelter located at 86 East Post Road, White Plains, New York, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$3,180,561, to be paid on a monthly basis pursuant to an approved budget (the "Agreement"); 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 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	5860		\$3,180,561

2. Budget Funding Year(s): 2026

Start Date: January 1, 2026

End Date: December 31, 2026

(must match resolution)

3. Funding Source:

Federal	0%	CFDA#(s)	N/A		
State	29%	State ID#(s)	N/A		
Operating/ Tax Levy	71%				
Capital	N/A				

4. Total NTE: \$3,180,561
(must match resolution)