



**110639**

DATE: March 6, 2025

TO: Board of Acquisition and Contract

FROM: Blanca P. Lopez, M.S.  
Commissioner of Planning

SUBJECT: Resolution Authorizing an Agreement between the County of Westchester and Lifting Up Westchester, Inc. to purchase a fifteen passenger van to transport shelter residents.

The attached resolution, if approved by your Honorable Board, would authorize the County of Westchester (the "County") to enter into an agreement with the Lifting Up Westchester, Inc. (the "LUW"), pursuant to which LUW will purchase a van to transport shelter residents to various appointments (the "Project"). In consideration for services rendered, the County will pay LUW an amount not-to-exceed \$60,000 in Emergency Solutions Grant funding, payable pursuant to an approved budget. The term of the agreement will commence on January 1, 2025 and continue through December 31, 2025.

The Project will include replacing LUW's current passenger van, that has exceeded its useful life, with a new fifteen passenger van. The van will be used to transport shelter residents to medical appointments, counseling sessions, meetings with social workers, outings to workshops, job fairs or other community events. The van will also be used to move residents into independent housing or when the shelter reaches capacity, it will enable LUW to transport individuals to alternative shelters or warming centers safely and efficiently.

The goal and objective of the agreement is to provide partial funding for the purchase of a fifteen passenger van to transport shelter residents. The project will be monitored by the Department of Planning staff, who will review all payment requests to make sure all contractual requirements are met.

In accordance to the County of Westchester's Procurement Policy and Procedures, on October 3, 2024 the Department of Planning issued a Request for Proposals ("RFP") seeking proposals specifically for organizations to apply for a "Turning the Corner" service contract to assist individuals and families experiencing homelessness or a housing crisis. the RFP was posted on the County's website. Seven agencies submitted

proposals in response to the RFP. After a careful review of said proposals, LUW was recommended for an award in the amount of \$60,000.00.

Act # 20-2020, adopted March 9, 2020, by the Westchester County Board of Legislators, authorized the County to submit an Urban County Application under the Federal Community Development Block Grant, Emergency Solutions Grant, and HOME Investment Partnership Program, including a FY 2019-2023 Consolidated Plan and to accept such Grants.

On May 14, 2020, the Board of Acquisition and Contract approved a resolution authorizing the County of Westchester to enter into an agreement with the United States Department of Housing and Urban Development (HUD) to accept a grant totaling \$311,203.00 in Emergency Solution Grant (ESG) funds.

I recommend approval of this agreement.

BPL/am/je  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/20/2025 - RAYMOND SCUDLITZ SECRETARY

## RESOLUTION

UPON A COMMUNICATION FROM THE COMMISSIONER OF PLANNING, BE IT HEREBY

RESOLVED: that the County of Westchester (the "County") is authorized to enter into an agreement with the Lifting Up Westchester, Inc. (the "LUW"), pursuant to which the LUW will purchase a fifteen passenger van to transport shelter residents for a term commencing on January 1, 2025 and continuing through December 31, 2025; and be it further

RESOLVED: that in consideration for said purchase, the County shall pay LUW an amount not to exceed of \$60,000 in Emergency Solutions Grant funding, to be paid pursuant to an approved budget; and be it further

RESOLVED: that the County Executive or his duly authorized designee is authorized to execute any documents and take any actions necessary to effectuate purposes hereof.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
263	19	215V	4380	T215	\$60,000

Budget Funding Year(s) FY 2020 Start Date January 1, 2025 End Date December 31, 2025  
(must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
State Aid \_\_\_\_\_  
**\$60,000**  
(must match resolution) Federal Aid \$60,000 – U.S. Department of Housing and Urban Development  
Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACTS - 03/20/2025 RAYMOND SQUILKY, SECRETARY