



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

114195

DATE: August 11, 2026

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to enter into an agreement with Carter Lard, a sole proprietor, who does business as Carter Lard Consulting, for the period from September 1, 2026 through February 29, 2028, for an amount not-to-exceed \$1,674,787.68, with the County having the option, in its sole discretion, to extend the term for up to three (3) additional one (1) year periods on the same terms as the initial term, except for varying annual not-to-exceed amounts, pursuant to which agreement, (A.) Carter Lard will provide services to operate a facility located at 101 North Broadway, Yonkers, New York, which contains single room occupancy residences, double room occupancy residences, and an emergency overnight drop-in shelter, and provide related services, for single individuals deemed eligible by the Department of Social Services, and (B.) the County will sublease 101 North Broadway, Yonkers, New York to Carter Lard to facilitate the provision of said services.

Authority is requested for the County of Westchester (the "County") to enter into an agreement (the "Agreement"; DSS3019-26) with Carter Lard, a sole proprietor, who does business as Carter Lard Consulting, ("CLC") for the period from September 1, 2026 through February 29, 2028 (the "Initial Term"), for an amount not-to-exceed \$1,674,787.68, payable pursuant to an approved budget, with the County having the option, in its sole discretion, to extend the term of the Agreement for up to three (3) additional one (1) year periods (each an "Option Term") on the same terms as the Initial Term, except for varying annual not-to-exceed amounts, which shall be as follows for each Option Term, with each amount being payable pursuant to an approved budget:

First Option Term (3/1/28 – 2/28/29):	\$1,145,947.84
Second Option Term (3/1/29 – 2/28/30):	\$1,177,907.37
Third Option Term (3/1/30 – 2/28/31):	\$1,211,519.97

Under the Agreement, (A.) CLC will provide services to operate a facility located at 101 North Broadway, Yonkers, New York (the "Facility"), which contains single room occupancy residences ("SROs"), double room occupancy residences ("DROs"), and an emergency overnight drop-in shelter, and provide related services, (collectively, the "Services") for single individuals deemed eligible by the Department of Social Services ("DSS"), and (B.) the County will sublease the Facility CLC to facilitate the provision of the Services.

On April 24, 2026, the County, acting by and through DSS, issued a request for proposals (the "RFP") soliciting proposals from vendors to provide the Services. In response to the RFP, DSS received two (2) proposals. DSS negotiated certain changes to CLC's proposal in accordance with DSS's application of certain rights reserved under the terms of the RFP. Several DSS staff members reviewed and evaluated the proposals based upon the evaluation criteria specified in the RFP. The result of that review and evaluation was that CLC's negotiated proposal received the highest score and was, accordingly, ranked first. Based upon DSS's review and evaluation of the negotiated proposal from CLC, and CLC's performance under a previous contract with the County, DSS is satisfied that CLC is a responsible vendor capable of providing the Services.

The proposed Agreement will serve a public purpose by enabling the County to both provide a safe, supervised place to sleep at night for homeless individuals who are outside of the County's shelter system and might otherwise be forced to sleep in public places, and also provide longer-term SROs and DROs as housing opportunities for individuals in need of such shelter who meet the applicable eligibility requirements for occupancy.

The goal and objective of the proposed Agreement is to promote the health and safety of homeless individuals by providing emergency overnight shelter services, as well as longer-term SROs and DROs, for eligible individuals in need of such services.

This goal and objective of the proposed Agreement is in the best interests of the County in terms of public health and welfare because it supports the County's efforts to address homelessness and provide safe and appropriate shelter options for eligible individuals.

The goal and objective of the proposed Agreement will be tracked and monitored by the staff of DSS.

I respectfully recommend the adoption of the attached resolution.

LGT/BG/MV/bdm-r

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement (the "Agreement"; DSS3019-26) with Carter Lard, a sole proprietor, who does business as Carter Lard Consulting, ("CLC") for the period from September 1, 2026 through February 29, 2028 (the "Initial Term"), for an amount not-to-exceed \$1,674,787.68, payable pursuant to an approved budget, with the County having the option, in its sole discretion, to extend the term of the Agreement for up to three (3) additional one (1) year periods (each an "Option Term") on the same terms as the Initial Term, except for varying annual not-to-exceed amounts, which shall be as follows for each Option Term, with each amount being payable pursuant to an approved budget:

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; and be it further

RESOLVED, that, under the Agreement, (A.) CLC will provide services to operate a facility located at 101 North Broadway, Yonkers, New York (the "Facility"), which contains single room occupancy residences, double room occupancy residences, and an emergency overnight drop-in shelter, and provide related services, (collectively, the "Services") for single individuals deemed eligible by the Department of Social Services, and (B.) the County will sublease the Facility to CLC to facilitate the provision the Services; 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 duly authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes hereof.

1. Account to be Charged/Credited:

Year	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
2026	101	22	8900	5860		\$372,175.00
2027	101	22	8900	5860		\$1,116,525.00
2028	101	22	8900	5860		\$186,087.68

2. Budget Funding Year(s): 2026-2028

Start Date: 09/01/2026 End Date: 02/29/2028
(Must match resolution)

3. Funding Source:

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

4. Total NTE: \$1,674,787.68
(Must match resolution)