



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

114215

DATE: August 5, 2026

TO: Board of Acquisition and Contract

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

SUBJECT: Authority for the County of Westchester to amend an agreement with Westchester Community Opportunity Program, Inc. to operate a drop in emergency center for up to forty (40) women at 22 East First Street, Mount Vernon, New York in an amount not to exceed \$710,200, for the term February 1, 2025 through January 31, 2026, in order to (a) amend the scope of work related to Code Blue allocations and services, and (b) increase the not-to-exceed amount by \$70,000 from \$710,200 to a new total amount not-to-exceed \$780,200, in order to pay for additional expenses incurred in connection with Code Blue services.

By resolution approved on December 19, 2024, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services, to enter into an agreement (DSS3009-25; the "Agreement") with Westchester Community Opportunity Program, Inc. ("WestCOP") to operate a drop in emergency center known as the Oasis Annex for up to forty (40) women at 22 East First Street in Mount Vernon, New York (the "Facility"), for the term February 1, 2025 through January 31, 2026, in an amount not to exceed \$710,200, payable pursuant to an approved budget. The agreement was duly executed.

Pursuant to 18 NYCRR § 304.1, a Code Blue alert must be called when temperatures are expected to fall below 32 degrees Fahrenheit with wind chill for at least two consecutive hours and must remain in effect until the temperature rises above 32 degrees Fahrenheit with wind chill. Per written authorization provided by the New York State Office of Temporary and Disability Assistance (OTDA), Local Commissioners Memorandum 25-LCM 12, Code Blue funds were approved for essential costs related to implementing emergency measures for homeless during inclement weather events. Furthermore, capital expenses including building modifications and repairs that were necessary for the provision of Code Blue services are eligible for reimbursement, according to OTDA guidance. By utilizing the approved funding, we are able to prevent life-threatening facility failures, maintain good operating conditions, keep building systems safe and operational, and ensure continuous building operation during Code Blue alerts.

The Department of Social Services has determined that it is necessary and respectfully requests authority to amend the Agreement in order to (a) amend the scope of work related to Code Blue allocations and services, and incorporate applicable requirements of the New York State Social Services Law and Title 18 of the NYCRR governing the operation of emergency homeless shelters, ensuring compliance with State statutes, regulations and program requirements, including, but not limited to 18 NYCRR Part 304.1, and (b) increase the Agreement's not-to-exceed amount by \$70,000 from \$710,200 to a new total amount not-to-exceed \$780,200, in order to pay for additional expenses incurred in connection with maintenance and repairs associated with the Code Blue services at the emergency drop in center located at 22 East First Street, Mount Vernon, New York. (DSS3009-A-25; 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 supporting the Facility's ability to provide an emergency safe, sanitary, warm or cool, dry place for women who are not housed and do not currently participate in the formal County shelter system, and provide additional support for maintenance and repair expenses to the Facility.

The goal and objective of the proposed First Amendment is to enable the County to continue to provide an emergency drop in center for up to forty (40) women in the Mount Vernon/New Rochelle area that are not residents of any of the established shelters in Westchester County, and to support the Facility by increasing the not to exceed amount for Code Blue maintenance and repair expenses already incurred, which allows the County to properly fund the necessary improvements associated with emergency shelter operations.

The goal and objective of the proposed First Amendment is in the best interests of the County in terms of public health and safety, as the County having the services necessary, including the maintenance and repairs of the Facility to operate the Oasis Annex emergency drop in center for women in the Mount Vernon/New Rochelle area of Westchester County will ensure the health and safety of women who seek such services, including Code Blue services.

The proposed First Amendment will be tracked and monitored by the Department of Social Services.

The proposed First Amendment is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) (xiv), which exempts "procurement for the purpose of entering into a contract or contracts with not-for-profit organizations for the purposes of providing aid, care and support to persons in need of public assistance". This contract 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.

I respectfully recommend the adoption of the attached Resolution.

LT/BG

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/06/2026 - 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, is hereby authorized to amend an agreement with Westchester Community Opportunity Program, Inc. ("WestCOP"), to operate a drop in emergency center known as the Oasis Annex for up to forty (40) women at 22 East First Street in Mount Vernon, New York (the "Facility"), for the term February 1, 2025 through January 31, 2026, in an amount not to exceed \$710,200, payable pursuant to an approved budget, in order to (a) amend the scope of work related to Code Blue allocations and services, and amend the agreement to incorporate applicable requirements of the New York State Social Services Law and Title 18 of the NYCRR governing the operation of emergency homeless shelters, ensuring compliance with State statutes, regulations and program requirements, including, but not limited to 18 NYCRR Part 304.1, and (b) increase the Agreement's not-to-exceed amount by \$70,000 from \$710,200 to a new total amount not-to-exceed \$780,200, in order to pay for additional expenses incurred in connection with maintenance and repairs associated with the Code Blue emergency drop in center located at 22 East First Street, Mount Vernon, New York. (DSS3009-A-25; the "First Amendment"); and be it further

RESOLVED, that except as 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 this Agreement is subject to County appropriations; 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.

The Agreement (DSS3009-25)	\$710,200
<u>This First Amendment (DSS3009-A-25)</u>	<u>70,000</u>
New NTE Amount	\$780,200

1. Account to be Charged/Credited:

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2026	101	22	8900	5860	N/A	\$70,000

2. Budget Funding Year(s): 2025-2026

Start Date: 2/1/2025 End Date: 1/31/2026
(must match resolution)

3. Funding Source:

Federal	0%	CFDA#(s)	N/A		
State	100%	State ID#(s)	N/A		
Operating/ Tax Levy	0%				
Capital	0%				

4. Total NTE: \$70,000
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/06/2026
ID SCULKY, SECRETARY