



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

112656

DATE: December 10, 2025

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to exercise the County's second one-year option under its agreement with West-H.E.L.P., Inc. for services to provide and operate a family shelter at 240 Franklin Avenue, Mount Vernon, New York, as a 'Tier II Shelter for Families', and, therefore, amend the agreement by, 1.) extending its term by one year, to a new termination date of December 31, 2026; 2.) increasing its not-to-exceed amount by \$3,761,475.68, in order to pay for services during the second option term; and 3.) reflecting the fact that the County will have three (3) remaining one (1) year options.

By a resolution approved on February 15, 2024, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services ("DSS"), to enter into an agreement (the "Original Agreement") with West-H.E.L.P., Inc. ("WestHELP"), pursuant to which WestHELP was to provide and operate a family shelter at 240 Franklin Avenue in Mount Vernon, New York, (the "Shelter") as a 'Tier II Shelter for Families' (the "Services") for the period from January 1, 2024 through December 31, 2024 (the "Initial Term"), for an amount not-to-exceed \$3,480,281.73 for the Initial Term, payable pursuant to an approved budget, with the County having the sole option to extend the term by up to five (5) additional one (1) year periods (each an "Option Term") on the same terms as the Initial Term, except for the different not-to-exceed amounts specified below:

<u>Period</u>	<u>Not-To-Exceed Amount</u>
Option Term #1 (1/1/25 – 12/31/25):	\$3,615,741.66
Option Term #2 (1/1/26 – 12/31/26):	\$3,761,475.68

Option Term #3 (1/1/27 – 12/31/27):	\$3,919,034.07
Option Term #4 (1/1/28 – 12/31/28):	\$4,090,262.04
Option Term #5 (1/1/29 – 12/31/29):	\$4,277,358.25

The County subsequently executed the Original Agreement.

By a resolution approved on December 19, 2024, your Honorable Board authorized the County to exercise its first one-year option under the Original Agreement, and, therefore, amend the Original Agreement by, 1.) extending its term by one (1) year, to a new termination date of December 31, 2025; 2.) increasing its not-to-exceed amount by \$3,615,741.66, in order to pay for the Services during the first Option Term; and 3.) reflecting the fact that the County would have four (4) remaining one (1) year options (the "First Amendment").

The County continues to require the Services. Therefore, DSS reviewed and analyzed the costs for the second Option Term under the Original Agreement, as amended by the First Amendment (the "Agreement") in order to ensure that they are reasonable. As part of that analysis, DSS obtained recent effective per-diem rates for several other shelters in Westchester, Rockland, Orange, Suffolk, and Albany counties. Based upon the rates reviewed, DSS's analysis has found that the costs for the second Option Term are reasonable.

Accordingly, the County respectfully requests authority from your Honorable Board to exercise its second one-year option under the Agreement, and, therefore, amend the Agreement by, 1.) extending its term by one (1) year, to a new termination date of December 31, 2026; 2.) increasing its not-to-exceed amount by \$3,761,475.68, in order to pay for the Services during the second Option Term; and 3.) reflect the fact that the County will have three (3) remaining one (1) year options (the "Second Amendment", DSS3022-B-24).

Except as specifically described above, all terms and conditions of the Agreement shall remain in full force and effect.

The proposed Second Amendment will serve a public purpose by providing the County with the Services, for an additional year, and thereby helping assure the provision and proper operation of the Shelter for eligible persons.

The goal and objective of the proposed Second Amendment is to provide the County with the Services, for an additional year, and thereby help assure the provision and proper operation of the Shelter for eligible persons.

The goal and objective of the proposed Second Amendment is in the best interests of the County in terms of public health and safety, as the County receiving the Services, for an additional year, and thereby helping assure the provision and proper operation of the Shelter for eligible persons, is anticipated to ultimately help ensure the health and safety of such persons.

The goals and objectives of the proposed Second Amendment will be tracked and monitored by the staff of DSS.

I respectfully recommend the adoption of the attached resolution.

mdv

LGT/MV/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/23/2025 - 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, is hereby authorized to exercise its second one-year option under its agreement with West-H.E.L.P., Inc. ("WestHELP"), pursuant to which WestHELP was to provide and operate a family shelter at 240 Franklin Avenue in Mount Vernon, New York, as a 'Tier II Shelter for Families' (the "Services") for the period from January 1, 2024 through December 31, 2025, for a total amount not-to-exceed \$7,096,023.39, payable pursuant to an approved budget, with the County having the sole option to extend the term by up to four (4) additional one (1) year periods (each an "Option Term") on the same terms as the initial term, except for the different not-to-exceed amounts specified below:

<u>Period</u>	<u>Not-To-Exceed Amount</u>
Option Term #2 (1/1/26 – 12/31/26):	\$3,761,475.68
Option Term #3 (1/1/27 – 12/31/27):	\$3,919,034.07
Option Term #4 (1/1/28 – 12/31/28):	\$4,090,262.04
Option Term #5 (1/1/29 – 12/31/29):	\$4,277,358.25

(the "Agreement") and, therefore, amend the Agreement by, 1.) extending its term by one (1) year, to a new termination date of December 31, 2026; 2.) increasing its not-to-exceed amount by \$3,761,475.68, in order to pay for the Services during the second Option Term; and 3.) reflect the fact that the County will have three (3) remaining one (1) year options (the "Second Amendment", DSS3022-B-24); and be it further

RESOLVED, that except as specifically 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 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 of this resolution.

Initial Term	\$3,480,281.73
First Amendment Option 1	\$3,615,741.66
<u>This Amendment Option 2</u>	<u>\$3,761,475.68</u>
New Total NTE	\$10,857,499.07

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	8900	5850		\$2,713,018.68
101	22	8900	5860		\$1,048,457.00

2. Budget Funding Year(s):

Start Date: 01/01/2026 End Date: 12/31/2026
(must match resolution)

3. Funding Source (5850):

Federal	99%	CFDA#(s)	93.558		
State	0	State ID#(s)			
Operating/Tax Levy	1%				
Capital					

Funding Source (5860):

Federal	0%	CFDA#(s)	93.558		
State	29%	State ID#(s)			
Operating/Tax Levy	71%				
Capital					

4. Total NTE: \$3,761,475.68
(must match resolution)