



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

111813

DATE: September 5, 2025

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to exercise the County's first option under its agreement with D Gore Consulting, LLC, pursuant to which it was to provide consulting services for the operation, management, and coordination of the County's homeless management information system, and thereby, 1.) extend its term by one (1) year, to a new termination date of July 31, 2026; 2.) increase its not-to-exceed amount by \$140,000.00, to pay for the services during the extended term; and 3.) reflect the fact that the County will have two (2) remaining one (1) year options.

By a resolution approved on August 24, 2023, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement (DSS3035B-23 the "Agreement") with D Gore Consulting, LLC ("Gore"), pursuant to which Gore was to provide consulting services for the operation, management, and coordination of the County's homeless management information system ("HMIS"), (the "Services") for the period from August 1, 2023 through July 31, 2025 (the "Initial Term"), for an amount not-to-exceed \$280,000.00, with the County having the option, in its sole discretion, to extend the term for up to three (3) additional one (1) year periods (each an "Option Term"), on the same terms as the Initial Term, with the not-to-exceed amount for each of the Option Terms being as follows:

First Option Term (8/1/25 – 7/31/26): \$140,000.00
Second Option Term (8/1/26 – 7/31/27): \$140,000.00
Third Option Term (8/1/27 – 7/31/28): \$140,000.00

The Agreement was subsequently executed.

The County continues to require the Services. Therefore, the Department of Social Services ("DSS") reviewed and analyzed the cost under the first option under the

Agreement in order to ensure that it is reasonable.

As part of its analysis of the cost for the first Option Term, DSS investigated the marketplace and obtained a quote from two (2) other entities that can provide the Services. Those entities offered costs that were approximately 68% and 77% higher than the cost available under the first Option Term.

Taking all of the foregoing into consideration, DSS's analysis has determined that the rate specified in the Agreement for the first option is reasonable.

Therefore, the County respectfully requests authority from your Honorable Board to exercise its first 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 July 31, 2026; 2.) increasing its not-to-exceed amount by \$140,000.00, to a new total not-to-exceed amount of \$420,000.00, to pay for the services during the first Option Term, and payable as specified in the Agreement for the first Option Term; and 3.) reflecting the fact that the County will have two (2) remaining one (1) year options (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 providing the County with the Services for an additional year, which will help ensure that the County has the services it needs in order to have its federally-mandated HMIS properly operated, managed, and coordinated.

The goal and objective of the proposed First Amendment is to provide the County with the Services for an additional year, which will help ensure that the County has the services it needs in order to have its federally-mandated HMIS properly operated, managed, and coordinated.

The goal and objective of the proposed First Amendment is in the best interests of the County in terms of health and safety, as ensuring that the County has the services it needs in order to have its federally-mandated HMIS properly operated, managed, and coordinated is anticipated to ultimately help ensure the health and safety of homeless persons within the Westchester County.

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

I respectfully recommend the adoption of the attached resolution.

LGT/LHD/bdm/nn

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 exercise its first option under its agreement with D Gore Consulting, LLC ("Gore"), pursuant to which Gore was to provide consulting services for the operation, management, and coordination of the County's homeless management information system, for the period from August 1, 2023 through July 31, 2025 (the "Initial Term"), for an amount not-to-exceed \$280,000.00, with the County having the option, in its sole discretion, to extend the term for up to three (3) additional one (1) year periods (each an "Option Term"), on the same terms as the Initial Term, with the not-to-exceed amount for each of the Option Terms being as follows:

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Third Option Term (8/1/27 – 7/31/28): \$140,000.00

(DSS3035B-23 the "Agreement"), and therefore amend the Agreement by, 1.) extending its term by one (1) year, to a new termination date of July 31, 2026; 2.) increasing its not-to-exceed amount by \$140,000.00, to a new total not-to-exceed amount of \$420,000.00, to pay for the services during the first Option Term, and payable as specified in the Agreement for the first Option Term; and 3.) reflecting the fact that the County will have two (2) remaining one (1) year options; 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 necessary and appropriate to effectuate the purposes of this resolution.

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	22	A929	4380	T929	\$140,000.00

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

Start Date: August 1, 2025 End Date: July 31, 2026
(must match resolution)

3. Funding Source:

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

4. Total NTE: \$140,000.00

(must match resolution)