



Kenneth W. Jenkins  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

111428

DATE: July 3, 2025

TO: Honorable Members of the Board of Acquisition and Contract

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

SUBJECT: Resolution authorizing the County of Westchester to amend an agreement with The Guidance Center of Westchester, Inc. for the provision of rental assistance and supportive services for the homeless in order to exercise the County's second option to renew the agreement for an additional one-year period commencing on August 1, 2025 and continuing through July 31, 2026 in a total amount not to exceed \$1,876,290 for this option period.

On October 5, 2023, Your Honorable Board authorized the County of Westchester (the "County") acting by and through its Department of Social Services (the "Department"), to enter into an agreement (the "Agreement") with The Guidance Center of Westchester, Inc. (the "Guidance Center") for the provision of rental assistance and supportive services for the homeless for an initial one-year term commencing on August 1, 2023 and continuing through July 31, 2024 in a total amount not to exceed \$1,781,142, with four (4) one-year options, exercisable at the sole discretion of the County, upon the same terms and conditions and at the following rates:

1st Option (Year 2) 2024-2025	\$1,827,213
2nd Option (Year 3) 2025-2026	\$1,876,290
3rd Option (Year 4) 2026-2027	\$1,926,760
4th Option (Year 5) 2027-2028	\$1,978,667

The Agreement was subsequently executed.

On August 1, 2024, Your Honorable Board authorized the County, acting by and through the Department, to amend the Agreement in order to exercise the County's first option to renew the Agreement for the one-year option period commencing on August 1, 2024 and continuing through July 31, 2025, in a total amount not to exceed \$1,827,213 for this first option period ("First Amendment"). The First Amendment was subsequently executed.

Authority is now hereby requested to authorize the County to amend the Agreement, in order to exercise the second of its four (4) options to renew the Agreement for the period commencing on August 1, 2025 and continuing through July 31, 2026, in a total amount not to exceed \$1,876,290 for this second year option period. All other terms and conditions of the Agreement shall remain unchanged (the "Second Amendment"; DSS3037-B-23).

The Department is satisfied with the performance of the Guidance Center in the provision of the Rental Assistance & Support Services for Homeless program. The program is a valuable resource for ending homelessness for program residents who would otherwise have no access to housing due to low income combined with the need for case management services around complex medical conditions.

The public purpose of the Agreement and this Second Amendment is to provide continuous supportive housing services to stabilize families at risk of homelessness and avoid cost of shelter placement. The goals and objectives of the Agreement and this Second Amendment is to provide rental assistance and supportive services for the homeless and for individuals diagnosed with mental illness, substance abuse or other disabling health condition and enable them to remain off public assistance as they continue to move toward self-sufficiency.

The goals and objectives of the Agreement and this Second Amendment will promote the public health and safety because it will assist the targeted population with maintaining housing enabling them to live in a safe environment which will reduce their risk of becoming victims of crime and of having negative health consequences.

The goals and objectives will be tracked and monitored by the Department to evaluate services using the performance measurement indicators which include reviewing monthly statistics and quarterly reports as well as through direct contact with the Department staff in order to evaluate the performance of the vendors and the effectiveness of the program.

Accordingly, your favorable action on the annexed resolution is most respectfully urged and recommended.

LGT/TL  
Attachment

## RESOLUTION

Upon a communication from the Commissioner of the Department 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 The Guidance Center of Westchester, Inc. for the provision of rental assistance and supportive services for the homeless (the "Agreement"), in order to exercise the second of its four (4) options to renew the Agreement for the one-year option period commencing on August 1, 2025 and continuing through July 31, 2026, in a total amount not to exceed \$1,876,290 for this second option period ("Second Amendment"; DSS3037-B-23); and be it further

RESOLVED, that that all other terms of the Agreement shall remain unchanged; and be it further

RESOLVED, that the Agreement and this Second Amendment are subject to County appropriations; and be it further

RESOLVED, that the Agreement and this Second Amendment are also subject to further financial analysis of the impact of any New York State Budget ("State Budget") proposed and adopted during the term of these agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State budget and/or 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 impact of any such budget(s) 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 the agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

Initial Agreement	\$1,781,142
First Amendment	1,827,213
Second Amendment	1,876,290
	<u>\$5,484,645</u>

**1. Account to be Charged/Credited:**

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2025	101	22	8900	5860		\$ 781,788
2026	101	22	8900	5860		\$1,094,502

- 2. Budget Funding Year(s):** 2025-2026  
Start Date: August 1, 2025 End Date: July 31, 2026  
(must match resolution)

**3. Funding Source:**

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

- 4. Total NTE:** \$1,876,290  
(Must match resolution)