



George Latimer, County Executive
 Leonard G. Townes, Commissioner
 Department of Social Services

110141

DATE: December 17, 2024

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to exercise the County's first 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, 1.) extend the term of the agreement by one year, to a new termination date of December 31, 2025; 2.) increase the not-to-exceed amount of the agreement by \$3,615,741.66, in order to pay for services during the first option term; and 3.) reflect the fact that the County will have four (4) 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 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 Agreement.

The County continues to require the Services. Therefore, DSS reviewed and analyzed the costs for the first Option Term under the Agreement, in order to ensure that they are reasonable. As part of that analysis, DSS obtained the recent effective per-diem rate for several other shelters in Westchester, Rockland, Orange, Suffolk, and Albany counties. Of those shelters, the effective per-diem rate for WestHELP to provide the Services during 2025 is just above both the median point and the mean. Therefore, DSS's analysis has found that the costs for the first Option Term are reasonable.

Accordingly, the County respectfully requests authority from your Honorable Board to exercise its first one-year option under the Agreement, and, therefore, 1.) extend the term of the Agreement by one (1) year, to a new termination date of December 31, 2025; 2.) increase the not-to-exceed amount of the Agreement by \$3,615,741.66, in order to pay for the Services during the first Option Term; and 3.) reflect the fact that the County will have four (4) remaining one (1) year options (the "First Amendment", DSS3022-A-24).

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, and thereby helping assure the provision and proper operation of the Shelter for eligible persons.

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

I respectfully recommend the adoption of the attached resolution.

LGT/MV/bdm/nn

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 first 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, 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:

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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, 1.) extend the term of the Agreement by one (1) year, to a new termination date of December 31, 2025; 2.) increase the not-to-exceed amount of the Agreement by \$3,615,741.66, in order to pay for the Services during the first Option Term; and 3.) reflect the fact that the County will have four (4) remaining one (1) year options (the "First Amendment", DSS3022-A-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 Term #1)	\$3,615,741.66
NEW NTE	\$7,096,023.39

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	8900	5850		2,528,576.09
101	22	8900	5860		1,087,165.57

2. Budget Funding Year(s):

Start Date: 01/01/2025 End Date: 12/31/2025
(must match resolution)

3. Funding Source: (5850)

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

4. Funding Source: (5860)

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

5. Total NTE: \$3,615,741.66

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 12/19/2024 - RAYMOND SULKY, SECRETARY