



George Latimer
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

89692

DATE: December 15, 2021

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to amend the County's agreement with Westchester Community Opportunity Program, Inc., pursuant to which it was to provide and operate an emergency overnight shelter for single adult men and women at 19 Washington Avenue in New Rochelle, by, a.) extending its term by six (6) months, to a new expiration date of June 30, 2022, b.) increasing its total not-to-exceed amount by \$220,685.00, to pay for services during the extended term, and c.) modifying its budget in order to allocate the additional funds.

By resolutions approved on December 29, 2016, January 18, 2018, January 3, 2019, August 22, 2019, December 19, 2019, and December 10, 2020, collectively, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services ("DSS"), to enter into, and then amend, an agreement with Westchester Community Opportunity Program, Inc. ("WestCOP"), pursuant which WestCOP is currently obligated to provide and operate an emergency overnight shelter for single adult men and women at 19 Washington Avenue in New Rochelle, (the "Services") for the period from January 1, 2017 through December 31, 2021, for a total amount not-to-exceed \$2,278,474.00 (the "Agreement").

The County no longer has any options remaining under the Agreement. However, the County has anticipated continuing to require the Services. Therefore, DSS made preparations to issue a new request for proposals, in order to procure the Services for the period beyond 12/31/21. These preparations have been greatly complicated, though, by the DSS's significant uncertainty about its level of future need for the Services, given the impact of COVID-19, the current eviction moratorium in the State of New York, and myriad other interrelated current

factors affecting the level of need for this emergency overnight shelter.

DSS has determined that the exigency presented by these complicating factors and the related uncertainty has made it most logical and appropriate to seek a short-term extension of the Agreement, for essentially the same rate as compared to 2021 (the "6-Month Extension Costs"). DSS's expectation is that it will have significantly greater clarity about its future need for the Services over the next few months, and it is, therefore, DSS's intention to issue a request for proposals for the Services for the period starting July 1, 2022.

DSS reviewed and analyzed the proposed 6-Month Extension Costs for the Agreement, in order to ensure that they were reasonable. Through that analysis, DSS determined that the proposed costs for the first six months of 2022 are reasonable.

Therefore, the County respectfully requests authority from your Honorable Board to amend the Agreement by, a.) extending its term by six (6) months, to a new expiration date of June 30, 2022, b.) increasing its total not-to-exceed amount by \$220,685.00, to a new total amount not-to-exceed \$2,499,159.00, to pay for services during the extended term, and c.) modifying its budget in order to allocate the additional funds (the "Amendment").

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

The proposed Amendment will serve a public purpose by continuing to provide the County with safe, sanitary, warm, and dry shelter for people who are not housed and do not currently participate in the formal County shelter system.

The goal and objective of the proposed Amendment is to continue to provide the County with safe, sanitary, warm, and dry shelter for people who are not housed and do not currently participate in the formal County shelter system.

The goal and objective of the proposed Amendment is in the best interests of the County in terms of public health and safety, as the County continuing to be provided with safe, sanitary, warm, and dry shelter for people who are not housed and do not currently participate in the formal County shelter system will ultimately help ensure the health and safety of such persons.

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

The procurement of the proposed Amendment is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)(xiv) thereof.

I respectfully recommend the adoption of the attached resolution.

LGT/DK/bdm/nn

RESOLUTION

Upon a communication from the Commissioner of Social Services, be it hereby:

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services, is hereby authorized to amend an agreement with Westchester Community Opportunity Program, Inc., pursuant which Westchester Community Opportunity Program, Inc. is currently obligated to provide and operate an emergency overnight shelter for single adult men and women at 19 Washington Avenue in New Rochelle, for the period from January 1, 2017 through December 31, 2021, for a total amount not-to-exceed \$2,278,474.00, by, a.) extending its term by six months, to a new expiration date of June 30, 2022, b.) increasing its total not-to-exceed amount by \$220,685.00, to a new total amount not-to-exceed \$2,499,159.00, to pay for services during the extended term, and c.) modifying its budget in order to allocate the additional funds; and be it further

RESOLVED, that except as specifically hereby authorized to be amended, all terms and conditions of the above-mentioned 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.

Account to be
Charged/Credited

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	8900	5860		\$220,685

Budget Funding Year(s): 2022 Start Date: 01/01/22 End Date: 06/30/22

Funding Source	Tax Dollars:	<u>71%</u>
<u>\$220,685.00</u>	State Aid:	<u>29%</u>
(must match resolution)	Federal Aid:	<u>0</u>
	Other:	<u></u>