



Memorandum
Department of Senior Programs and Services

17817

DATE: March 28, 2011

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Mae Carpenter, Commissioner
Department of Senior Programs and Services

RE: Authority to amend each of three agreements, pursuant to which each of the three contractors was to administer breast and cervical cancer screening and counseling programs, health and wellness programs and medication management, in order to exercise the County's second renewal option under each agreement and modify the scope of services for each agreement

On January 22, 2009, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with each of Family Service Society of Yonkers, Inc. ("FSSY"), Elderserve Licensed Home Care Services Agency, Inc. ("ELHCSA"), the Young Women's Christian Association of White Plains and Central Westchester, Inc. (the "YWCA"), and the YMCA of Central and Northern Westchester (the "YMCA") pursuant to which each contractor was to administer breast and cervical cancer screening and counseling programs, health and wellness programs and medication management programs, for the period from January 1, 2009 through December 31, 2009, with the County having the sole option to renew each agreement for two additional one-year periods, for a total aggregate amount not-to-exceed \$71,954, and for the individual amounts (and from the respective sources) set forth below:

Table 1

AGENCY	NOT TO EXCEED FEDERAL FUNDS	CONTRACTOR MATCH	COUNTY MATCH	GROSS
Family Service Society of Yonkers	\$3,476	\$386	\$0	\$3,862
Elderserve Licensed Home Care Services Agency, Inc.	\$11,301	\$1,256	\$0	\$12,557
YWCA of White Plains and Central Westchester	\$8,598	\$954	\$18,293	\$27,845
YMCA of Central and Northern Westchester	\$24,921	\$2,769	\$0	\$27,690
TOTALS	\$48,296	\$5,365	\$18,293	\$71,954

(individually, the “FSSY Agreement”, the “ELHCSA Agreement”, the “YWCA Agreement”, and the “YMCA Agreement”, respectively; collectively, the “Four Agreements”).

The FSSY Agreement, the ELHCSA Agreement, the YWCA Agreement, and the YMCA Agreement were all subsequently executed.

On December 30, 2009, your Honorable Board authorized the County to exercise its first option under each of the Four Agreements and thereby (1) amend each of the Four Agreements to extend the term thereof from January 1, 2009 through December 31, 2009 to January 1, 2009 through December 31, 2010; (2) amend each of the Four Agreements to reflect the County’s one remaining option under each of the Four Agreements; and (3) amend each of the Four Agreements to increase the not-to-exceed amount authorized under each of the Four Agreements as follows:

(a) For the FSSY Agreement, increase the amount not-to-exceed authorized thereunder by an additional \$3,862 for services to be rendered in 2010 for a new total contract amount not-to-exceed \$7,724, with said increase to be derived from the respective sources as specified below, in Table 2;

(b) For the ELHCSA Agreement, increase the amount not-to-exceed authorized thereunder by an additional \$12,557 for services to be rendered in 2010 for a new total contract amount not-to-exceed \$25,114, with said increase to be derived from the respective sources as specified below, in Table 2;

(c) For the YWCA Agreement, increase the amount not-to-exceed authorized thereunder by an additional \$27,845 for services to be rendered in 2010 for a new total contract amount not-to-exceed \$55,690, with said increase to be derived from the respective sources as specified below, in Table 2; and

(d) For the YMCA Agreement, increase the amount not-to-exceed authorized thereunder by an additional \$27,877 for services to be rendered in 2010 for a new total contract amount not-to-exceed \$55,567, with said increase to be derived from the respective sources as specified below, in Table 2

(individually, the “FSSY First Amendment”, the “ELHCSA First Amendment”, the “YWCA First Amendment”, and the “YMCA First Amendment”, respectively) for a new total aggregate amount not-to-exceed \$144,095.

The FSSY First Amendment, the ELHCSA First Amendment, the YWCA First Amendment, and the YMCA First Amendment were all subsequently executed.

Table 2

<u>AGENCY</u>	<u>NOT TO EXCEED FEDERAL FUNDS</u>	<u>CONTRACTOR MATCH</u>	<u>COUNTY MATCH</u>	<u>GROSS</u>
Family Service Society of Yonkers	\$3,476	\$386	\$0	\$3,862
Elderserve Licensed Home Care Services Agency, Inc.	\$11,301	\$1,256	\$0	\$12,557
YWCA of White Plains and Central Westchester	\$8,598	\$954	\$18,293	\$27,845
YMCA of Central and Northern Westchester	\$25,089	\$2,788	\$0	\$27,877
TOTALS	\$48,464	\$5,384	\$18,293	\$72,141

The YMCA has recently expressed to the County that it did not want to continue providing these services and the Department respects the YMCA's wishes.

The County now seeks authority from your Honorable Board to amend the FSSY Agreement, as amended by the FSSY First Amendment; the ELHCSA Agreement, as amended by the ELHCSA First Amendment; and the YWCA Agreement, as amended by the YWCA First Amendment (collectively, the "Three Agreements") in order to, (1) to modify the scope of services for each of the Three Agreements to reflect the fact that each contractor will administer breast and cervical cancer screening, counseling programs, health and wellness programs, and/or medication management programs, rather than perform all of those services, and (2) exercise the County's second option under each of the Three Agreements and thereby, (a) amend each of the Three Agreements to extend the term thereof from January 1, 2009 through December 31, 2010 to January 1, 2009 through December 31, 2011; (b) amend each of the Three Agreements to reflect the fact that the County will have no remaining options under each of the Three Agreements; and (c) amend each of the Three Agreements to increase the not-to-exceed amount authorized under each of the Three Agreements as follows:

(i) For the FSSY Agreement, as amended by the FSSY First Amendment, increase the amount not-to-exceed authorized thereunder by an additional \$6,084 for services to be rendered in 2011 for a new total contract amount not-to-exceed \$13,808, with said increase to be derived from the respective sources as specified below, in Table 3 (the "Amended FSSY Agreement");

(ii) For the ELHCSA Agreement, as amended by the ELHCSA First Amendment, increase the amount not-to-exceed authorized thereunder by an additional \$12,557 for services to be rendered in 2011 for a new total contract amount not-to-exceed \$37,671, with said increase to be derived from the respective sources as specified below, in Table 3 (the "Amended ELHCSA Agreement"); and

(iii) For the YWCA Agreement, as amended by the YWCA First Amendment, increase the amount not-to-exceed authorized thereunder by an additional \$27,847 for services to be rendered in 2011 for a new total contract amount not-to-exceed \$83,537 with said

increase to be derived from the respective sources as specified below, in Table 3 (the “Amended YWCA Agreement”)

(individually, the “FSSY Second Amendment”, the “ELHCSA Second Amendment”, and the “YWCA Second Amendment”, respectively; collectively, the “Three Amendments”) for a new total aggregate amount not-to-exceed \$190,583 for the Four Agreements, as amended.

Table 3

<u>AGENCY</u>	<u>NOT TO EXCEED FEDERAL FUNDS</u>	<u>CONTRACTOR MATCH</u>	<u>COUNTY MATCH</u>	<u>GROSS</u>
Family Service Society of Yonkers	\$5,476	\$608	\$0	\$6,084
Elderserve Licensed Home Care Services Agency, Inc.	\$11,301	\$1,256	\$0	\$12,557
YWCA of White Plains and Central Westchester	\$25,062	\$2,785	\$0	\$27,847
TOTALS	\$41,839	\$4,649	\$0	\$46,488

The proposed Three Amendments will serve a public purpose by continuing to provide County seniors with services and activities that will foster good health, increase awareness and understanding of healthy lifestyles and promote physical and mental health. These services may include: exercise classes, walking groups, promotion of early detection of various health problems through education and/or screening, stress education or medication management workshops and the administration of influenza and other vaccines.

The goals and objectives of the proposed Three Amendments are to promote the development of wellness and preventive health activities that will promote good health in seniors by increasing their awareness and understanding of healthy lifestyles. During the III-D 2010 contract period, for example, 584 exercise programs were provided to 6,983 seniors; 185 medication management programs were provided to 2,930 seniors; and 149 health screenings were provided to 149 seniors throughout Westchester.

The goals and objectives of the proposed Three Amendments are in the best interests of the County in terms of assisting in the promotion of public health, as the aim of these services is to reduce or delay hospitalizations or institutionalization, thereby reducing Medicaid costs for the County, State and Federal governments, and improving the general well-being of the County’s elderly.

The goals and objectives of the proposed Three Amendments will be tracked and monitored through monthly reporting activities and onsite reviews to determine if the agreements’ performance goals and objectives are being met in a fiscally responsible and appropriate fashion.

Accordingly, approval of the attached resolution is most respectfully recommended.

MC/MJ/bdm/nm



RESOLUTION

Upon a communication from the Commissioner of the Westchester County Department of Senior Programs and Services, be it hereby:

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an agreement with each of Family Service Society of Yonkers, Inc., Elderserve Licensed Home Care Services Agency, Inc., and YWCA of White Plains and Central Westchester, Inc., as those agreements have already been amended (individually, the "FSSY Agreement", the "ELHCSA Agreement", and the "YWCA Agreement", respectively; collectively, the "Three Agreements"), pursuant to which each contractor was to administer breast and cervical cancer screening and counseling programs, health and wellness programs and medication management programs, for the period from January 1, 2009 through December 31, 2010, for the individual amounts not-to-exceed (and from the respective sources) specified in Schedule "A", in order to, (1) to modify the scope of services for each of the Three Agreements to reflect the fact that each contractor will administer either breast and cervical cancer screening, counseling programs, health and wellness programs, and/or medication management programs, rather than perform all of those services, and (2) exercise the County's second one-year renewal options under each of the Three Agreements and, as a result, (a) amend each of the Three Agreements to extend the term thereof from January 1, 2009 through December 31, 2010 to January 1, 2009 through December 31, 2011; (b) amend each of the Three Agreements to reflect the fact that the County will have no remaining options under each of the Three Agreements; and (c) amend each of the Three Agreements to increase the not-to-exceed amount authorized under each of the Three Agreements as follows:

- (i) For the FSSY Agreement, increase the amount not-to-exceed authorized thereunder by an additional \$6,084 for services to be rendered in 2011 for a new total contract amount not-to-exceed \$13,808, with said increase to be derived from the respective sources as specified below, in Schedule "B" (the "FSSY Second Amendment");
- (ii) For the ELHCSA Agreement, increase the amount not-to-exceed authorized thereunder by an additional \$12,557 for services to be rendered in 2011 for a new total contract amount not-to-exceed \$37,671, with said increase to be derived from the respective sources as specified below, in Schedule "B" (the "ELHCSA Second Amendment"); and
- (iii) For the YWCA Agreement, increase the amount not-to-exceed authorized thereunder by an additional \$27,847 for services to be rendered in 2011 for a new total contract amount not-to-exceed \$83,537, with said increase to be derived from the respective sources as specified below, in Schedule "B" (the "YWCA Second Amendment");

(collectively, the "Three Amended Agreements"); and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions of the FSSY Agreement, the ELHCSA Agreement, and the YWCA Agreement, respectively, shall remain the same; and be it further

RESOLVED, that each of the Three Amended Agreements are also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of each of the Three Amended Agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the 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 impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate any or all of the Three Amended Agreements or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to any or all of the three contractors, then each such contractor shall have the right to terminate its amended agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Four Original Agreements: \$ 71,954
 Four First Amendments: \$ 72,141
These Three Amendments: \$ 46,488
 TOTAL: \$190,583

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	85	943L	4380	T973	\$46,488

Budget Funding Year(s) 2011 Start Date 01/01/11 End Date 12/31/11
 (must match resolution)

Funding Source	Tax Dollars	_____
<u>\$46,488</u>	State Aid	_____
(must match resolution)	Federal Aid	<u>\$41,839</u>
	Other	<u>\$ 4,649</u>

Schedule "A"

Amounts Not-to-Exceed and Sources for the Four Agreements,
as already amended by the FSSY First Amendment, the ELHCSA First Amendment,
the YWCA First Amendment, and the YMCA First Amendment

<u>AGENCY</u>	<u>NOT TO EXCEED FEDERAL FUNDS</u>	<u>CONTRACTOR MATCH</u>	<u>COUNTY MATCH</u>	<u>GROSS</u>
Family Service Society of Yonkers	\$6,952	\$772	\$0	\$7,724
Elderserve Licensed Home Care Services Agency, Inc.	\$22,602	\$2,512	\$0	\$25,114
YWCA of White Plains and Central Westchester	\$17,196	\$1,908	\$36,586	\$55,690
YMCA of Central and Northern Westchester	\$50,010	\$5,557	\$0	\$55,567
TOTALS	\$96,760	\$10,749	\$36,586	\$144,095

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Schedule "B"

Amounts Not-to-Exceed and Sources for the FSSY Second Amendment,
the ELHCSA Second Amendment, and the YWCA Second Amendment

<u>AGENCY</u>	<u>NOT TO EXCEED FEDERAL FUNDS</u>	<u>CONTRACTOR MATCH</u>	<u>COUNTY MATCH</u>	<u>GROSS</u>
Family Service Society of Yonkers	\$5,476	\$608	\$0	\$6,084
Elderserve Licensed Home Care Services Agency, Inc.	\$11,301	\$1,256	\$0	\$12,557
YWCA of White Plains and Central Westchester	\$25,062	\$2,785	\$0	\$27,847
TOTALS	\$41,839	\$4,649	\$0	\$46,488

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