

25193

DATE: February 29, 2012
TO: Board of Acquisition & Contract
FROM: Mae Carpenter, Commissioner
Department of Senior Programs and Services
RE: Authorization to:

Enter into an Agreement with the New York State Executive Department Office for the Aging (“NYSEDOA”) to accept a Title III-D Program grant in an amount not-to-exceed \$88,304.00 to implement breast cancer screening and counseling programs, health and wellness programs and medication management programs for seniors for the period commencing January 1, 2012 and terminating December 31, 2012;

Enter into Agreements with the listed subcontractors set forth in Schedule “A” attached here to, for the purpose of administering breast screening and counseling programs, health and wellness programs and medication management programs for the period commencing January 1, 2012 and terminating December 31, 2012, for a total aggregate amount not-to-exceed \$74,680, in the individual amounts set forth in Schedule “A”

Authority is hereby requested for the County of Westchester (the “County”), acting by and through its Department of Senior Programs & Services (the “Department”), to enter into an Agreement with the New York State Executive Department Office for the Aging (“NYSEDOA”) to accept a Title III-D Program grant in an amount not-to-exceed \$88,304 to implement breast cancer screening and counseling programs, health and wellness programs and medication management programs for the period commencing January 1, 2012 and terminating December 31, 2012.

Authority is also sought for the County, acting by and through the Department, to enter into agreements with the three (3) subcontractors shown on the attached Schedule “A” (the “Agreements”) for the purpose of administering breast cancer screening and counseling programs, health and wellness programs and medication management programs (the “Programs”) in the individual amounts set forth on Schedule “A,” for a total aggregate amount not to exceed \$74,680, comprised of \$62,375 in Federal funds and \$12,305 in subcontractor matches, to be paid pursuant to an approved budget for the period commencing January 1, 2012 and terminating December 31, 2012, with the County having the sole option to renew the Agreements for two additional one-year periods, subject to the further approval of this Board. The remaining \$25,929 of Federal funds will be used to enter into an Interdepartmental Cooperative Memorandum with Westchester Community College.

These agreements will serve a public purpose by providing Westchester 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 testing, stress education or medication management workshops and the administration of influenza and other vaccines.

The goals and objectives of the Program 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.

The goals and objectives are in the best interest of Westchester 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 Program will be tracked and monitored through monthly reporting activities and onsite reviews to determine if the contract's performance goals and objectives are being met in a fiscally responsible and appropriate fashion.

The grant agreement with NYSEDOA does not constitute a procurement and as such the provisions of the Westchester County Procurement Policy and Procedures do not apply. The agreements with the three subcontractors listed in Schedule "A" are exempt from the Westchester County Procurement Policy pursuant to section 3(a)xix thereof. Nevertheless, last year the Department issued a requested for proposals ("RFP") to solicit proposals from various agencies to perform Program services. The Department sent RFP's to the three (3) agencies set forth in Schedule "A". The RFP was also posted on the County website. Price proposals were received from all three agencies listed in Schedule "A." It should be noted that a fourth proposal was received from Westchester Community College ("WCC"). Proposals were evaluated on both technical and financial criteria, including but not limited to, qualifications and experience, technical knowledge, implementation methodology, soundness of the proposed program, program design, and familiarity with legal services for the elderly. Following a careful review of the proposals with reference to the evaluation criteria set forth in the RFP, it was determined that each proposer met the required specifications and submitted a proposal that maximizes services in accordance with the budgeted amount. In addition, each proposer applied to provide the same services that they had provided last year, and no one proposer applied for the same service. Accordingly all of the proposers as set forth in Schedule "A" were selected, as was the proposal submitted by WCC. However, since WCC is an agency of Westchester County, the approval of your Honorable Board is not required.

I certify that my department, a) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

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

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 is hereby authorized to enter into an agreement with the New York State Executive Department Office for the Aging to accept a Title III-D Program grant in an amount not-to-exceed \$88,304 to implement breast cancer screening and counseling programs, health and wellness programs and medication management programs for the period 1/1/12 through 12/31/12; and be it further

RESOLVED, that the County of Westchester is hereby authorized to enter into agreements (the "Agreements") with the contractors listed in Schedule "A", attached hereto (the "Contractors") in the individual amounts set forth in Schedule "A", to implement breast cancer screening and counseling programs, health and wellness programs and medication management programs for the period 1/1/12 through 12/31/12, in the total aggregate amount not to exceed \$74,680, comprised of \$62,375 in Federal funds and \$12,305 in subcontractor matches, and with the County having the sole option to renew the Agreements for two additional one-year periods, subject to the further approval of this Board; and be it further

RESOLVED, that the Agreements with the Contractors are subject to County Appropriations; and be it further

RESOLVED, that the Agreements with the Contractors also subject to the further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. 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 the Agreements with the Contractors, or to renegotiate the amounts and rates approved therein. If the County subsequently offers to pay a reduced amount to the Contractors, then the Contractors shall have the right to terminate their respective Agreements upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee be, and hereby is, authorized to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
Account to be credited	263	85	943M	9853	T-943	\$ 88,304
charged	263	85	943M	4380	T-943	\$ 62,375

Budget Funding Years 2012
(must match resolution)

Start Date 1/1/12

End Date 12/31/12

Funding Source
\$88,304
(must match resolution)

Tax Dollars _____
State Aid _____
Federal Aid \$ 88,304
Other _____

APPROVED BOARD OF SUPERVISORS & COMPTROLLER OF THE COUNTY OF WESTCHESTER, NEW YORK, SECRETARY

SCHEDULE "A"

<u>AGENCY</u>	<u>NOT TO EXCEED FEDERAL FUNDS</u>	<u>SUBCONTRACTOR MATCH</u>	<u>COUNTY MATCH</u>	<u>GROSS</u>
Elder Serve	\$14,125.00	\$1,569.00	\$0	\$15,694.00
Family Service Society of Yonkers	\$ 5,375.00	\$5,972.00	\$0	\$11,347.00
YWCA Encore Program	\$42,875.00	\$4,764.00	\$0	\$47,639.00
TOTALS	\$62,375.00	\$12,305.00	\$0.00	\$74,680.00

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/05/2012 - JOMARY VIEIRA, SECRETARY

Vendor's Solicited	Received Proposal
Elderserve	Yes
Family Service Society of Yonkers	Yes
YMCA Encore Program	Yes
Westchester Community College	Yes

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/05/2012 - JOMARY VIEIRA, SECRETARY