

**25315**

**DATE:** March 6, 2012

**TO:** Board of Acquisition & Contract

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

**RE:** Authorization to enter into an Agreement with DOROT, Inc. for the purpose of providing In-Home Contact/Support services to persons 60 years or older, residing in Westchester County for the period commencing January 1, 2012 and terminating December 31, 2012, for an amount not-to-exceed \$53,907

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Authority is requested for the County of Westchester, acting by and through its Department of Senior Programs & Services (the "Department"), to enter into an agreement (the "Agreement") with DOROT, Inc. ("DOROT") for the purpose of providing In-Home Contact/Support services (the "Program") to persons 60 years or older, residing in Westchester County for an amount not-to-exceed \$53,907, to be paid pursuant to an approved budget for the period commencing January 1, 2012 and terminating December 31, 2012. In addition, DOROT will contribute \$5,990 in matching funds to the Program. The County, at its sole option, may renew the Agreement for up to four (4) additional one (1) year periods, subject to the prior approval of your Honorable Board.

This agreement will serve a public purpose by providing supportive services to help maintain Westchester County seniors in the community and avoid premature institutionalization.

The goals and objectives of the proposed contract are to provide the homebound elderly population with University Without Walls, Telephone Reassurance and Friendly Visiting programs designed to offer companionship that will enable the elderly to age in place even when they have outlived friends or family members.

The goals and objectives of the program are in the best interests of Westchester County in terms of fiscal responsibility because it effectively allows seniors to remain at home thus preventing costly institutionalization.

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

This Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)xix thereof. Nevertheless, on November 11, 2011, the Department issued a Request for Proposals (“RFP”) to solicit price proposals from qualified agencies to provide Program services. The RFP was also announced at the department’s Public Hearing in October 2011, and posted on the County website. Only one (1) proposal was received in response to the RFP. This proposal was submitted by DOROT.

DOROT’s proposal was evaluated on both technical and financial criteria, including but not limited to, qualifications and experience, technical knowledge, implementation methodology, soundness of the proposed program, and program design. Following a careful review of DOROT’s proposal with reference to the evaluation criteria set forth in the RFP, DOROT, although submitting the only proposal, was nevertheless selected because it met the required specifications and submitted a proposal that maximizes services in accordance with the budgeted amount.

Despite having fewer than three (3) responses, we believe it would be in the best interests of the County for your Honorable Board to award this contract to DOROT because, in addition to the reasons stated above, DOROT has done a good job in providing In-Home Contact/Support services to Westchester County residents for the past four years. Moreover, DOROT has been a pioneer in the provision of In-Home Contact and Support since 1976 and they have significant expertise and experience in the provision of the University Without Walls, Friendly Visiting and Telephone Reassurance Programs.

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.

MC/SJ/mn  
Att.

**RESOLUTION**

UPON A COMMUNICATION FROM 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 DOROT, Inc., to provide In-Home Contact/Support services to persons 60 years or older, residing in Westchester County (the "Program") for the period commencing 1/1/12 and continuing through 12/31/12 in an amount not-to-exceed \$53,907. The County, at its sole option, may renew the Agreement for up to four (4) additional one (1) year periods, subject to the prior approval of your Honorable Board; and be it further

RESOLVED, that DOROT, Inc. shall contribute \$5,990 in matching funds toward the cost of the Program; and be it further

RESOLVED, that the Agreement with the Contractor is subject to County Appropriations; and be it further

RESOLVED, that the Agreement with the Contractor is 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 Agreement with the Contractor, or to renegotiate the amounts and rates approved therein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate its respective Agreement 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.

Account to be Charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686M	4380	T-686	\$ 53,907

Budget Funding Years 2012  
(must match resolution)

Start Date 1/1/12

End Date 12/31/12

Funding Source  
\$53,907  
(must match resolution)

Tax Dollars \$ \_\_\_\_\_  
State Aid \_\_\_\_\_  
Federal Aid \$ 53,907  
Other \$ \_\_\_\_\_

APPROVED BOARD OF RESOLUTIONS - 01/05/2012 - 01/05/2012 - COUNTY CLERK, SECRETARY