

27734

DATE: June 26, 2012

TO: Board of Acquisition and Contract

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

RE: Authority to enter into Agreements with Elderserve Licensed Home Care Services Agency, Inc. and the Rye Interfaith Housing Corporation, Inc. to provide Supportive Services Transportation under Title III-B of the Older Americans Act for a total aggregate amount not to exceed \$24,608.00 for the period January 1, 2012 through December 31, 2012

Authority is requested for the County of Westchester, acting by and through the Department of Senior Programs and Services (the "Department"), to enter into agreements (the "Agreements") with Elderserve Licensed Home Care Services Agency, Inc. ("Elderserve") and the Rye Interfaith Housing Corporation, Inc. ("RIHC") for the purpose of providing Supportive Services Transportation under Title III-B of the Older Americans Act (the "Program"), for the period January 1, 2012 through December 31, 2012, in a total aggregate amount not to exceed \$24,608.00, comprised of \$22,147.00 in Federal funds, pursuant to an approved budget, and \$2,461.00 in contractor matching funds, in the individual amounts set forth in the attached Schedule "A". The County, at its sole option, may renew the Agreements for up to two (2) additional one (1) year periods, subject to the prior approval of your Honorable Board.

RIHC will be providing vouchers to eligible seniors to reduce the cost of taxis for door-to-door transportation. Elderserve will provide transportation for adult day care participants to various locations in the County.

The Agreements 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 Program are to supplement current transportation costs for low-income elderly Westchester residents, thus ensuring their freedom of mobility throughout the County.

The goals and objectives are in the County's best interest in terms of fiscal responsibility and public health, as these services enable seniors to remain safely in their homes and communities among friends and family and to maintain a cost-effective lifestyle. The goal of the Title III-B programs is to reduce or delay nursing home 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 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, in accordance with Section 5 of the Westchester County Procurement Policy, on November 22, 2011, the Department issued a Request for Proposals (“RFP”) to invite qualified agencies to submit proposals to provide supportive transportation services to elderly Westchester residents. The Proposal due date was December 15, 2011. In an effort to solicit as many proposers as possible, on October 18, 2011 the Department held a public meeting to announce the various services for which it would be issuing RFPs for 2012. In advance of the public meeting, the Department sent out 1500 notices to aging service providers to invite them to attend the meeting. The Department also placed a legal notice in the newspaper announcing the public meeting three (3) weeks prior to the meeting date. In addition, the Department sent out another 1500 notices to aging service providers to attend a second public meeting, the RFP applicants meeting. Copies of the RFP were also mailed to all providers that requested one. The RFP was also posted on the County’s website. Despite these efforts, only two (2) proposals were received in response to the RFP. These proposals were submitted by Elderserve and RIHC.

The 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, and program design. Following a careful review of the proposals with reference to the evaluation criteria set forth in the RFP, both agencies were selected because they met the required specifications and submitted proposals that maximize services in accordance with the budgeted amount.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ

RESOLUTION

UPON 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 agreements (the "Agreements") with Elderserve Licensed Home Care Services Agency, Inc. and the Rye Interfaith Housing Corporation, Inc. (the "Contractors") to provide Supportive Services Transportation under Title III-B of the Older Americans Act, for the period January 1, 2012 through December 31, 2012, in a total aggregate amount not to exceed \$24,608.00 comprised of \$22,147.00 in Federal funds pursuant to an approved budget, and \$2,461.00 in Contractor matching funds, in the individual amounts set forth in the attached Schedule "A"; and be it further

RESOLVED, that the County, at its sole option, may renew the Agreements for up to two (2) additional one (1) year periods, subject to the prior approval of your Honorable Board; and be it further

RESOLVED, that the Agreements are subject to County appropriations; and be it further

RESOLVED, that the Agreements are also subject to the further financial 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.

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/Sub Object	Trust Account	Dollars
N/A	263	85	686M	4380	T686	\$22,147.00
	N/A	N/A	N/A	N/A	N/A	\$2,461.00
Budget Funding Year(s) (must match resolution)	2012		Start Date	1/1/12	End Date	12/31/12
Funding Source	Tax Dollars		\$ _____			
	State Aid		\$ _____			
\$24,608.00 (must match resolution)	Federal		\$ 22,147.00			
	Other		\$ 2,461.00			

SCHEDULE A

<u>AGENCY</u>	NOT TO EXCEED	SUBCONTRACTOR		<u>GROSS</u>
		<u>FEDERAL FUNDS</u>	<u>MATCH</u>	
Elder Serve Licensed Home Care Services Agency, Inc.		\$18,000.00	\$2,000.00	\$20,000.00
Rye Interfaith Housing Corporation, Inc.		\$4,147.00	\$461.00	\$4,608.00
	Total	\$22,147.00	\$2,461.00	\$24,608.00

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/19/2012 - JOHANNY VIEIRA, SECRETARY