

28327

DATE: July 25, 2012

TO: Board of Acquisition and Contract

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

RE: Authority to enter into an Agreement with Elderserve Licensed Homecare Services Agency, Inc. to provide Project Lifesaver for Seniors with Alzheimer's services under Title III-E of the Older Americans Act for a total aggregate amount not to exceed \$86,828.00 for the period January 1, 2012 through December 31, 2012

The County of Westchester, acting by and through the Department of Senior Programs and Services (the "Department"), seeks authority from your Honorable Board to enter into an agreement (the "Agreement") with Elderserve Licensed Homecare Services Agency, Inc. ("Elderserve") for the purpose of providing Project Lifesaver for Seniors with Alzheimer's services under Title III-E of the Older Americans Act (the "Program"), for an amount not to exceed 86,828.00, comprised of \$79,882.00 in Federal funds to be paid pursuant to an approved budget, and \$6,946.00 in subcontractor matching funds, for the period from January 1, 2012 through December 31, 2012 with the County having the sole option to renew the Agreement for up to two (2) additional one (1) year periods, subject to the prior approval of your Honorable Board

The Agreement will serve a public purpose by providing supportive services to caregivers and persons 60 years of age or older with dementia, residing in Westchester County.

The goals and objectives are to aid the victims and families of people suffering from Alzheimer's disease and related disorders.

The goals and objectives of the Program are in the best interests of the County in terms of fiscal responsibility because the Program has established partnerships with local law enforcement agencies to help save money and time for taxpayers. Project Lifesaver is a program that reduces the time to locate Alzheimer's victims and other persons suffering from dementia who may walk away from their places of residence, by utilizing state-of-the-art technologies in conjunction with law enforcement, who supplement and integrate with existing public safety operations an emergency service response for lost and wandering victims.

The Agreement with Elderserve is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof. Nevertheless, on November 22, 2011, the Department

issued a Request for Proposals (“RFP”) to solicit price proposals from qualified agencies to provide Program services. 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. The proposals were submitted by Elderserve and Mrs. G Services, LCC.

Both 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. Following a careful review of the proposal with reference to the evaluation criteria set forth in the RFP, it was determined that Elderserve’s proposal best met the required specifications and maximizes services in accordance with the budgeted amount.

We believe it would be in the best interests of the County for your Honorable Board to award the contract to Elderserve because, in addition to the reasons stated above, Elderserve has done significantly well in providing the aforementioned services in the past.

Accordingly, I recommend adoption of the proposed resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
2012/08/23/2012 JIMMY W. WEAVER, SECRETARY

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 be and is hereby authorized to enter into an Agreement with Elderserve Licensed Homecare Services Agency, Inc. to provide Project Lifesaver for Seniors with Alzheimer's services under Title III-E of the Older Americans Act in an amount not-to-exceed \$86,828.00, comprised of \$79,882.00 in Federal funds pursuant to an approved budget, and \$6,946.00 in subcontractor matching funds, for the program period January 1, 2012 through December 31, 2012; and be it further

RESOLVED, that the County, at its sole option, may renew the Agreement 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 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 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 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
	263	85	448M	4389	T448	\$79,882.00
	N/A	N/A	N/A	N/A	N/A	\$6,946.00
Budget Funding Year(s) (must match resolution)	2012		Start Date	1/1/12	End Date	12/31/12
Funding Source	Tax State		\$ _____			
	Federal		\$ _____			
\$86,828.00 (must match resolution)			\$79,882.00			
	Other		\$6,946.00			

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/23/2012 - COMPTROLLER, SECRETARY