

**44551**

**DATE:** January 30, 2015

**TO:** Board of Acquisition & Contract

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

**RE:** Request for authority for the County of Westchester to amend its agreement with Westchester Library System pursuant to which the Contractor will provide Medicare Information Services for elderly Westchester County residents 60 years or older under Title III-B of the Older Americans Act, in order to exercise the first of the County's five (5) options to renew the agreement, for the period commencing January 1, 2015 and terminating December 31, 2015, in an amount not to exceed \$17,460.00 in Federal funds.

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By resolution approved on August 07, 2014, (the "August 7<sup>th</sup> Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs & Services (the "Department") to enter into an Agreement (the "Agreement") with Westchester Library System (the "Contractor") pursuant to which the Contractor was to provide Medicare information concerning available public benefits, entitlements, and community resources ("Medicare Information Services") for elderly County residents 60 years or older and residents under 60 years using Social Security Disability who are either Medicare users or new to the Medicare program, under Title III-B of the Older Americans Act (the "Program"), in an amount not to exceed \$17,460.00 in Federal funds, payable pursuant to an agreed-upon unit cost for actual services provided and data entered in the New York State Office for the Aging's ("NYSOFA's") Social Assistance Management System ("SAMS"), for the period commencing January 1, 2014 and terminating December 31, 2014, with the County have the sole option to renew the Agreement with the Contractor for up to five additional one-year periods. The Agreement was subsequently executed.

The County now seeks the authority of your Honorable Board to amend its Agreement with the Contractor to provide the Program services in order to exercise its first of five (5) options to renew the Agreement, for the period commencing on January 1, 2015 and terminating on December 31, 2015, in an amount not to exceed \$17,460.00 in federal funds.

The proposed amended Agreement is subject to the Federal Common Grant Rules, under which a market analysis must be conducted before a renewal option may be exercised. As a result, the Department solicited price proposals for the Program

services to determine if there were other potential Contractors that could provide the Program services at a more cost-effective price. Based on the cost analysis, the

current Contractor's rate was found to be much lower than the recently received price proposal. Therefore, upon analysis, it has been determined that it is in the Department's best interest to renew the agreement with the Contractor based on its cost effective rate as well as it having successfully provided the Program services over the past year.

Except as specifically to be amended as described herein, all other terms and conditions set forth in the Agreement would remain in full force and effect.

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

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/26/2015 - PRIMARY VIEW SECRETARY

## 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 its agreement (the "Agreement") with Westchester Library System (the "Contractor") pursuant to which the Contractor will provide Medicare information concerning available public benefits, entitlements, and community resources ("Medicare Information Services") for elderly County residents 60 years or older, and residents under 60 years on Social Security Disability that are either on Medicare or new to the Medicare program, under Title III-B of the Older Americans Act (the "Program"), in order to exercise the first of its five (5) options to renew the Agreement for the period commencing January 1, 2015 and terminating December 31, 2015 in an amount not to exceed \$17,460.00 in Federal funds to be paid pursuant to an agreed-upon unit cost for actual services provided and data entered in NYSOFA's Social Assistance Management System ("SAMS"); and be it further

**RESOLVED**, that except as specifically amended hereby, all other terms and conditions set forth in the Agreement shall remain in full force and effect; 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.

Original Agreement: \$17,460.00  
 First Amendment: 17,460.00  
 Total: \$34,920.00

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
charged	263	85	686Q	4830	T-686	\$17,460.00

Budget Funding Years 2015 Start Date 1/1/15 End Date 12/31/15  
 (must match resolution)

Funding Source Tax Dollars: \$0 \_\_\_\_\_  
 State Aid : \$0 \_\_\_\_\_  
\$17,460.00  
 (must match resolution) Federal Aid: \$17,460.00  
 Other: \$0 \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACTS 02/26/2015 - SOMARY WIRA, SECRETARY