

46282

DATE: March 20, 2015

TO: Board of Acquisition and Contract

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

RE: **Request for authority for the County of Westchester to exercise the first of its four options to renew an agreement with the Food Bank for Westchester to provide Assistance services to the elderly under the Community Services for the Elderly Act and to amend the agreement for the renewal period so that the not to exceed amount is increased from \$40,000 to \$48,000 in State funds, payable pursuant to an agreed upon unit cost, for the program period April 1, 2015 through March 31, 2016 and to increase the matching funds to be contributed by the Food Bank of Westchester from \$13,334 to \$16,000**

By resolution approved on December 11, 2014, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department") to enter into an agreement with the Food Bank for Westchester (the "Contractor") to provide Assistance to seniors applying for Supplemental Nutrition Assistance Program (SNAP) Food Stamps, which included referral to appropriate departments to complete the application process under the Community Services for the Elderly Act (the "Program") in an amount not to exceed \$40,000 in State funds, payable pursuant to an agreed upon unit cost, for the program period April 1, 2014 through March 31, 2015, with the County having the sole option to renew the agreement for up to four (4) additional one (1) year periods, subject to the further approval of your Honorable Board (the "Agreement"). The Agreement was subsequently executed.

The County now seeks the approval of your Honorable Board to exercise the first of its four (4) options to renew the Agreement with the Contractor for the provision of the Program, for the program period commencing April 1, 2015 through March 31, 2016 (the "renewal period"), to amend the Agreement for the renewal period to increase the not to exceed amount from \$40,000 to \$48,000, in State funds, payable pursuant to the agreed upon unit cost and to increase the matching funds to be contributed by the Contractor to the Program from \$13,334 to \$16,000.

For the previous fiscal year, 2,500 units of SNAP Food Stamp assistance were

provided to 330 seniors throughout the County.

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

The Agreement with the Contractor is exempt pursuant to Section 3(a)(xix) of the Westchester County Procurement Policy.

Accordingly, I most respectfully recommend adoption of the attached proposed resolution. MJ/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/14/2015 - JOMARY VEIRA, 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 (the "County") is hereby authorized to exercise the first of its four (4) options to renew an agreement (the "Agreement") with the Food Bank for Westchester (the "Contractor") to provide assistance to seniors applying for Supplemental Nutrition Assistance Program (SNAP) Food Stamps, which includes referral to appropriate departments to complete the application process under the Community Services for the Elderly Act (the "Program") and to amend the agreement to increase the not to exceed amount from \$40,000 to \$48,000 in State funds, payable pursuant to the agreed upon unit cost, for the program period April 1, 2015 through March 31, 2016 (the "renewal period"); and be it further

RESOLVED, that the Agreement is amended such that the Contractor is required to contribute an amount not to exceed \$16,000 in Contractor matching funds to the Program during the renewal period; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of the Agreement 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	\$40,000.00
First Amendment	<u>\$48,000.00</u>
TOTAL	\$88,000.00

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object / Sub-Object	Trust Account	Dollars
Charged	263	85	047Q	4380	T-047	\$48,000.00

Budget Funding Year(s) 2015 - 2016 Start Date 4/1/15 End Date 3/31/16

(must match resolution)

Funding Source	Tax Dollars	<u>\$0</u>
	State Aid	<u>\$48,000.0</u>
<u>\$48,000.00</u>	Federal Aid	<u>\$0</u>
(must match resolution)	Other	<u>\$0</u>