

Department of Health

10 County Center Road, 2<sup>nd</sup> Floor  
White Plains, NY 10607

**49757**

TO: The Board of Acquisition and Contract

FROM: Sherlita Amler, M.D.  
Commissioner of Health

DATE: November 23, 2015

RE: Request authority to enter into contract with Public Health Solutions for the County Department of Health to provide the services of one research analyst and one accountant -- pursuant to Part A of the Federal Ryan White HIV/AIDS Treatment Extension Act --- with revenue to the County in an amount not to exceed \$210,853 for the term December 1, 2015 through February 28, 2017

Contract Period: 12/1/15 – 2/28/17  
Amount: \$210,853.00

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On November 19, 2015, the Honorable Board authorized the Department of Health, effective as of December 1, 2015, to assign an agreement (the “Agreement”) --- dated March 1, 2015 with the City of New York, Department of Health and Mental Hygiene, to administer contracts in Westchester, Rockland, and Putnam Counties (the “Tri-County Region”) for the provision of HIV-related services pursuant to Part A of the Federal Ryan White HIV/AIDS Treatment Extension Act --- to Public Health Solutions, New York, NY.

The current Ryan White Part A Federal fiscal year runs from March 1, 2015 through February 29, 2016. The Health Department had originally contracted with 13 local agencies for 21 separately budgeted programs providing services under the Act for this period. Although, with the assignment of the Agreement to Public Health Solutions, the Health Department’s administrative responsibilities will expire November 30, 2015, practically the Department’s oversight is required through February 28, 2017 to ensure a smooth transition to Public Health Solutions and to provide research and planning for HIV services, and priority setting and staffing of a local planning committee.

It is anticipated that monthly agency programmatic and expenditure reports for the nine-month period ending November 30, 2015, which will require review and approval in order to provide reimbursement, will continue to be submitted through the end of January 2016, with final payments being made through the end of February 2016.

The research analyst position, which besides contract management responsibilities includes planning for HIV/AIDS services in the Tri-County Region, will be funded through the proposed agreement from March 1, 2016 through February 28, 2017. This staff member will provide support to the Tri-County Steering Committee which establishes local HIV/AIDS services and funding allocations under the Ryan White legislation. This position will also serve as a liaison between continuing Tri-County service agencies and the staff of Public Health Solutions, responsible after November 20, 2015 for contract oversight.

Public Purpose: The goals and objectives of this contract are in the best interest of the County as the continued services to be provided benefit the public health of the citizens of Westchester. The goals of the Ryan White-funded programs are: 1) to promote the health of uninsured and underinsured Tri-County residents living with HIV/AIDS thereby minimizing avoidable opportunistic illnesses and costly emergency room visits and hospitalizations, and 2) to stem the further spread of the HIV epidemic across the region.

The proposed contract is exempt from Section 3(a)(xiv) of the Procurement Policy relating to procurements “for the purpose of entering into a contract or contracts with not for profit organizations for the purposes of providing aid, care and support to persons in need of public assistance.”

Approval of the attached resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACTS - 12/17/15 - ICM COCCIMBU55017EANY

**RESOLUTION**

Upon a communication from the Commissioner of Health, be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into contract with Public Health Solutions for the County Department of Health to provide the services of one research analyst and one accountant --- pursuant to Part A of the Federal Ryan White HIV/AIDS Treatment Extension Act --- with revenue to the County in an amount not to exceed \$210,853 for the term December 1, 2015 through February 28, 2017; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute any and all documents necessary to effectuate the purposes of this resolution in the manner prescribed by law.

County of Westchester  
November 23, 2015

Account to be  
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Revenue	Trust Account	Dollars
263	27	654Q	9853	T654	\$78,164
263	27	654R	9853	T654	\$132,689

Budget Funding Year(s) 2015-2017 Start Date 12/1/15 End Date 2/28/17

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
\$210,853.00 Federal Aid 100% pass-through  
 Other \_\_\_\_\_