

**51692**

DATE: April 6, 2016

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:

- a) amend an agreement with the Westchester Jewish Community Services, Inc. in order to exercise the first of its three (3) options to renew the Agreement to provide Case Management – Geriatric Program, Information, and Assistance Services to frail, needy and low-income elderly seniors, under the Community Services for the Elderly Act in an amount not to exceed \$40,375 in State funds, for the program period April 1, 2016 to March 31, 2017 (the ‘First Amendment’), and
- b) amend the agreement to incorporate into the First Amendment and all option renewals thereafter certain “Standard Assurances” as mandated by the New York State Office for the Aging (“NYSOFA”), including but not limited to, certain contract provisions applicable to the Program; to replace the existing list of federal and state statutes, regulations and policies and to update certifications concerning public (Federal, State, or Local) transactions in the initial Agreement with a revised list in the First Amendment

By resolution approved on April 16, 2015 (the “April 16<sup>th</sup> Resolution”), 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 (the “Agreement”) with the Westchester Jewish Community Services, Inc. (the “Contractor”) to provide case management – geriatric program , information and assistance services ( the “Programs”) to frail, needy and low-income elderly seniors under the Community Services for the Elderly Act in an amount not to exceed \$40,375 in State funds, for the program period April 1, 2015 to March 31, 2016, payable based on the agreed upon unit costs for actual services rendered and data-entered in the Social Assistance Management System (“SAMS”) up to the not to exceed amount of the Agreement. The April 16<sup>th</sup> Resolution also authorized that the County at its sole option could renew the Agreement for up to three (3) additional one-year periods, subject to the prior approval of your Honorable Board. The Agreement with the Contractor was subsequently executed.

The County now seeks the approval of your Honorable Board to amend the agreement with the Contractor in order to exercise the first of the County’s three (3) options to renew the Agreement for the provision of the Program for the program period April 1, 2016 to March 31, 2017 (the “First Amendment”).

In addition to exercising the first of its three (3) options to renew the Agreement with the Contractor, the County also respectfully requests authority to further amend the Agreement to incorporate into the First Amendment and all the option renewals thereafter certain “Standard Assurances” as mandated by the

New York State Office for the Aging ("NYSOFA"), including but not limited to a revised list of federal and state statutes, regulations, policies and contract provisions applicable to the Program and to replace the existing list of federal and state statutes, regulations and policies in the initial Agreement with a revised list in the First Amendment. It should also be noted that NYSOFA has requested that all Area Agencies on Aging replace SAMS with Peerplace, a new electronic data collection system to be used by Contractors to data enter units of services provided as a condition of payment at such time that the new system goes into effect.

For the 2015 year, a total of 876 Case Management hours of service were provided to approximately 49 seniors, and a total of 759 Information and Assistance service contacts were made with approximately 115 seniors.

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 proposed agreement is exempt from application of the Westchester County Procurement Policy and Procedures pursuant to (a) (xix) thereof.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/28/2016 - LISAMRIJAS

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 amend an Agreement (the "Agreement") with the Westchester Jewish Community Services, Inc. (the "Contractor") by exercising the first of its three options to renew the Agreement to provide case management – geriatric program, information and assistance services (the "Programs") to frail, needy and low-income elderly seniors residing in Westchester County, under the Community Services for the Elderly Act, in an amount not to exceed \$40,375 in State funds for the program period April 1, 2016 to March 31, 2017 (the "First Amendment"); and be it further

**RESOLVED,** that the First Amendment and each renewal option that may be approved hereafter by this Honorable Board shall be amended to incorporate certain "Standard Assurances" as mandated by the New York State Office for the Aging ("NYSOFA"), including but not limited to a revised list of federal and state statutes, regulations, policies and contract provisions applicable to the Program and to replace the existing list of federal and state statutes, regulations and policies in the initial Agreement with a revised list in the First Amendment. NYSOFA has requested that all Area Agencies on Aging replace SAMS with Peerplace, a new electronic data collection system to be used by Contractors to data enter units of services provided as a condition of payment at such time as the new system goes into effect; and be it further

**RESOLVED,** that except as specifically amended hereby, all other terms and conditions of 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.

APPROVED BOARD OF SUPERVISORS CONTRACT 04/2016-03/15/2017 ALICE NEPAJ, SECRETARY

Agreement: \$40,375  
 First Amendment: \$40,375  
 Total: \$80,750

Account to be  
 Charged

Fund	Dept	Major Program, Program & Phase Or Unit	Object Sub-Object	Trust Account	Dollars
263	85	047R	4380	T-047	\$40,375

Budget Funding Year(s) 2016- 2017 Start Date 4/1/16 End Date 3/31/17  
 (must match resolution)

Funding Source Tax Dollars: \$ \_\_\_\_\_  
 State Aid: \$40,375  
\$40,375 Federal Aid: \$ \_\_\_\_\_  
 (must match resolution) Other: \$ \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT 04/28/2016 - JGA MARIJAJ, SECRETARY