

Robert P. Astorino, Westchester County Executive

**54644**

**Date:** January 18, 2017

**To:** The Honorable Board of Acquisition and Contract

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

**Re: Request for Authority to Solicit Bids by Public Advertisement for Group Transportation Services for seniors.**

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Attached for your consideration is a Resolution which, if approved by your Honorable Board, would authorize the Westchester County Department of Senior Programs and Services (the "Department") to solicit bids by public advertisement for a contract for group transportation services for seniors to go to enrichment activities. This Contract will be for a period of one year commencing January 1, 2017 with the County's option to renew for four additional one year periods, subject to a price adjustment based on 100% of the percentage increase in the Consumer Price Index-Public Transportation-U.S. City average.

The goal of these services is to provide an integral part of the Department's efforts to meet the needs of the senior population of the County by improving access to all available services and benefits. The objective is to expand transportation services to the isolated and frail elderly using resources for bus services to enrichment programs. It is in the best interests of the County to contract with the lowest responsible bidders to provide these services.

The public purpose served by this contract is to delay premature deterioration of the elderly and the inappropriate use of institutional and other County resources by facilitating group transportation to cultural, educational, recreational and other enrichment events to encourage health promotion and wellness activities and preventive services.

Monitoring will be provided by the Department to address any issues arising with the provision of these services. Each subcontractor confirms each requested trip and furnishes monthly reports noting number of one way trips and cost, which are compared for accuracy with the Department's transportation records. The Department's Transportation Program records/recordkeeping system is structured and includes necessary documentation to yield accurate statistics, complete required reports, prepare program documents, records, and other relevant program materials. Payment for these services will be made through a grant awarded to the County under Title IIIB of the Older Americans Act.

Approval of the attached resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/10/2017 - LISA MRIJAJ, SECRETARY

**RESOLUTION**

Upon a communication from the Commissioner of the Department of Senior Programs and Services, be it

**RESOLVED**, that the Department of Senior Programs and Services is hereby authorized to solicit bids by public advertisement for the following one year contract commencing on January 1, 2017 with the County's option to renew for four additional one year periods, subject to a price adjustment based on 100% of the percentage increase in the Consumer Price Index-Public Transportation-U.S. City average:

**Group Transportation Services for seniors in Westchester County;**

and be it further

**RESOLVED**, that bid security in the amount of Five Hundred (\$500.00) Dollars shall be required and performance security in the amount of \$1,000 shall be deemed adequate and sufficient security for the faithful performance of this contract; and be it further

**RESOLVED**, that this advertisement for bids will state that pursuant to Local Law No. 27-1997 of the County of Westchester, the policy of the County is to encourage the meaningful and significant participation on County contracts for business enterprises owned by persons of color and women-Minority Business Enterprise (MBE) and Women Business Enterprise (WBE); and be it further

**RESOLVED**, that such advertisement shall appear in the following County newspaper(s):

**THE JOURNAL NEWS (SOUTHERN EDITION).**

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
<b>263</b>	<b>85</b>	<b>686S</b>		<b>T-686</b>	<b>N/A</b>

Budget Funding Year(s) **2017** Start Date **1/1/17** End Date **1/31/17**  
(must match resolution)

Funding Source \_\_\_\_\_ Tax Dollars \_\_\_\_\_

State Aid \_\_\_\_\_

\$ \_\_\_\_\_

Federal Aid \_\_\_\_\_

(must match resolution)

Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/10/2017 - LISA MRIJAJ, SECRETARY