

**56824**

**DATE:** May 3, 2017

**TO:** Board of Acquisition & Contract

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

**RE:** Request for authorization to enter into an Agreement with Westchester Jewish Community Services, Inc. for the purpose of providing Project Time Out: respite sitter companion services to caregivers providing for persons 60 years or older, residing in Westchester County, who are isolated because of physical and/or cognitive limitations under the Expanded In-Home Services for the Elderly Program ("EISEP") for the period commencing on April 1, 2017 and terminating March 31, 2018, for an amount not-to-exceed \$83,000 in State funds.

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Authority is requested for 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 Jewish Community Services, Inc. ("WJCS") for the purpose of providing Project Time Out: respite sitter companion services to caregivers providing for persons 60 years or older, residing in Westchester County, who are isolated because of physical and/or cognitive limitations under the EISEP program (the "Program") for an amount not-to-exceed \$83,000 in State funds, to be paid pursuant to a \$17.07 unit cost, for the period commencing on April 1, 2017 and terminating on March 31, 2018, with the County having the sole option to renew the Agreement for up to two (2) additional one-year periods, subject to the further approval of your Honorable Board. The Contractor is required to contribute an amount not to exceed \$4,369 in matching funds to the Program.

The Agreement will serve a public purpose by providing supportive services to help maintain Westchester County seniors in the community and avoid premature institutionalization. These funds help provide the support that enables these caregivers to continue to provide the assistance the elderly need to help them remain in the community and out of more expensive and less desired nursing home environments.

The goals and objectives of the Program are to provide caregivers of seniors with respite from their caregiving responsibilities which would allow more seniors to remain at home, thus preventing institutionalization.

The goals and objectives of the program are in the best interests of Westchester County in terms of fiscal responsibility because it effectively allows seniors to remain at home, thus preventing costly institutionalization.

The goals and objectives of the Program will be tracked and monitored on an on going basis through monthly reports and an on-site annual visit by Department staff. For the

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

Accordingly, an appropriate resolution is herewith attached for your Honorable Board's consideration.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/25/2017 - LISA MRIJAJ, 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 enter into an agreement (the "Agreement") with the Westchester Jewish Community Services, Inc. (the "Contractor") for an amount not-to-exceed \$83,000 in State funds, to be paid pursuant to a \$17.07 unit cost, to provide Project Time Out: respite sitter companion services to caregivers providing for persons 60 years or older, residing in Westchester County, who are isolated because of physical and/or cognitive limitations under the Expanded In-Home Services for the Elderly Program ("EISEP") for the period commencing on April 1, 2017 and terminating March 31, 2018, with the County having the sole option to renew the Agreement for up to one (1) additional one-year period, subject to the further approval of this Board; and be it further

**RESOLVED**, that the Contractor is required to contribute an amount not to exceed \$4,369 in matching funds to the Program; and be it further

**RESOLVED**, that the Agreement with the Contractor is subject to County Appropriations; and be it further

**RESOLVED**, that the Agreement with the Contractor is also subject to the further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreement with the Contractor, or to renegotiate the amounts and rates approved therein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate its' respective Agreement upon reasonable prior written notice; 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.

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This Agreement      \$83,000.00

Account to be  
Charged

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	85	048S	4380	T048	\$83,000.00

Budget Funding Year(s) 2017 - 2018 Start Date 4/1/17 End Date 3/31/18  
(must match resolution)

Funding Source

State Aid      \$83,000.00

\$83,000.00  
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/26/2017 - LISA MRINJUN, SECRETARY