

56826

DATE: May 2, 2017

TO: Board of Acquisition and Contract

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

RE: Request for authority to enter into an agreement with the Alzheimer's Disease and Related Disorders Association, Inc., Hudson Valley, Rockland-Westchester Chapter to provide the Project Lifesaver Program under Title III-E of the Older Americans Act for an amount not to exceed \$70,000 in Federal funds, for the period from January 1, 2017 through December 31, 2017.

The County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), seeks authority from your Honorable Board to enter into an agreement (the "Agreement") with Alzheimer's Disease and Related Disorders Association, Inc., Hudson Valley, Rockland-Westchester Chapter (the "Contractor") for the purpose of providing the Project Lifesaver Program under Title III-E of the Older Americans Act (the "Program"), for the period beginning January 1, 2017 through December 31, 2017. The Contractor will be reimbursed at the agreed upon unit-cost for actual services provided and data-entered in the New York State Office for the Aging's ("NYSOFA's") PeerPlace Management System ("PeerPlace") in an amount not to exceed \$70,000 in federal funds, payable, which may at the County's discretion, include an optional 10% increase or 10% decrease of available funds, which would impact the not-to-exceed amount of the Agreement.

The proposed Agreement with the Contractor is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof. However, it is subject to the Federal Common grant rules. Therefore, on January 3, 2017, the Department issued a Request for Proposals ("RFP") to solicit price proposals from qualified agencies to provide the Program services. The Proposal due date was February 3, 2017. In an effort to solicit as many proposers as possible, the Department posted the RFP on the County's website; distributed a press release regarding the RFP; placed notices in the Journal News on January 6, 2017, and sent e-mails to the Aging Network Providers announcing the posting of the RFP. The Aging Network Providers were also asked to share the information with their contacts. Despite these efforts, only one (1) proposal was received in response to the RFP. This proposal was submitted by the Contractor. Therefore, pursuant to the Federal Common Grant Rules CFR 92.36 (f) that requires a cost analysis to be conducted to test the market when adequate competition is lacking or for sole source procurements, the Department solicited and obtained quotes from eleven potential Program providers. Based on the cost analysis of the Program services, the Contractor's rates are the best price or within range of the cost of services provided by other providers.

The proposed Agreement will serve a public purpose by providing case assistance to caregivers regarding equipment maintenance, along with recommendations on working with care recipients that exhibit resistance to the program. Caregiver counseling will also be provided for caregivers

of seniors with Alzheimer's and other related dementias. These services will educate and link caregivers to vital services necessary to ease their caregiver burden and to support the care receiver.

The goals and objectives of the Program are to support informal caregivers so they may continue to carry out their caregiving roles and responsibilities.

The goals and objectives of the Program are in the best interests of Westchester County in terms of fiscal responsibility because they effectively allow 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 site visits by Department staff.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ/di

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/25/2010 - LISA MRYAJ, 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 is hereby authorized to enter into an agreement (the "Agreement" with Alzheimer's Disease and Related Disorders Association, Inc., Hudson Valley, Rockland-Westchester Chapter (the "Contractor") to provide the Project Lifesaver Program under Title III-E of the Older Americans Act (the "Program") for the period beginning on January 1, 2017 through December 31, 2017. The Contractor will be reimbursed at the agreed upon unit-cost for actual services provided and data entered in the New York State Office for the Aging's ("NYSOFA's") PeerPlace Management System ("PeerPlace") in an amount not to exceed \$70,000 in federal funds, payable, which may at the County's discretion, include an optional 10% increase or 10% decrease of available funds, which would impact the not-to-exceed amount of the Agreement; and be it further

RESOLVED, that the Agreement is subject to County appropriations; and be it further

RESOLVED, that the Agreement is also subject to the further financial 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 the 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.

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	448S	4380	T448	\$70,000
Budget Funding Year(s) (must match resolution)	<u>2017</u>		Start Date	<u>1/1/17</u>	End Date	<u>12/31/17</u>
Funding Source	Tax Dollars		<u>\$0</u>			
	State Aid		<u>\$0</u>			
	Federal Aid		<u>\$ 70,000</u>			
<u>\$70,000</u> (must match resolution)						

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/25/2017 LISA MRLIAJ, SECRETARY