

56828

DATE: May 2, 2017
TO: Board of Acquisition & 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 Westchester Jewish Community Services, Inc. in order to exercise the first of its two (2) renewal options under the agreement to provide Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Act Program, in an amount not to exceed \$115,000 in State funds, for the program period commencing on April 1, 2017 and continuing through March 31, 2018.
- b) amend the agreement to incorporate into the first renewal 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.

By resolution approved on June 23, 2016 (the "June 23rd 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 Westchester Jewish Community Services, Inc. (the "Contractor") to provide Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Act Program (the "Program") in an amount not to exceed \$115,000, comprised of \$85,000 in State funds and \$30,000 in County funds, payable at the unit cost amount of \$38 for the period commencing on April 1, 2016 and continuing through March 31, 2017. The June 23rd Resolution also stipulated that the County at its sole option could renew the Agreement with the Contractor for up to two (2) additional one (1) year periods subject to the prior approval of your Honorable Board. The Agreement was subsequently executed

The County now seeks approval to amend the Agreement with the Contractor in order to exercise the first of its two renewal options under the Agreement to provide the Program for the period commencing on April 1, 2017 and continuing through March 31, 2018. Funding for the program will remain at the same aggregate amount as the initial Agreement; however, it should be noted that the first renewal will be entirely State-funded (the "First Amendment")

In addition to exercising the first of its two (2) options to renew the Agreement with the Contractor, the County also respectfully requests authority to further amend the Agreement to incorporate into the first renewal period and all renewal options 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;

Except as specifically amended as described herein, all other terms and conditions set forth in the IMAs shall remain in full force and effect.

For the previous fiscal year, approximately 2,337 hours of case management services were provided to 502 seniors.

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

Accordingly, I most respectfully recommend adoption of the attached proposed resolution.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/25/2017 - ISA MUAJ, 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 (the "County") acting by and through its Department of Senior Programs & Services (the "Department") is hereby authorized to amend an agreement (the "Agreement") with Westchester Jewish Community Services, Inc. (the "Contractor") in order to exercise the first of its two (2) renewal options under the Agreement for the provision of Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Program (the "Program") in an amount not to exceed \$115,000, in State funds, payable at the unit cost amount of \$38, for the period commencing on April 1, 2017 through March 31, 2018; and be it further

RESOLVED, that the County is hereby authorized to further amend the Agreement with the Contractor to incorporate into the first renewal period and all renewal options 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; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in 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.

Agreement: \$115,000
 First Amendment: \$115,000
 Total: \$230,000

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object Sub-Object	Trust Account	Dollars
263	85	048S	4380	T-047	\$115,000.00

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

Funding Source Tax Dollars: \$0
 State Aid: \$115,000.00

\$ 115,000.00
 (must match resolution)

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