

58085

DATE: July 18, 2017

TO: Board of Acquisition and Contract

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

RE: Authority to amend a resolution approved on May 25, 2017 which authorized the County 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, by 1) providing that the initial term of the Agreement would commence retroactive to March 1, 2017 and continue through December 31, 2017; and 2) adding an option to extend the term of the Agreement for up to five (5) additional one (1) year periods.

By resolution approved on May 25, 2017 (the "May 25th 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 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, payable at the agreed upon unit-cost for actual services provided in an amount not to exceed \$70,000 in federal funds, 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 Agreement has not yet been executed.

The May 25th Resolution incorrectly authorized the term of the Agreement to commence on January 1, 2017. This was inappropriate since the Contractor was not actually selected until early February and, in anticipation of your Honorable Board's imminent approval, did not begin providing services until March 1, 2017. In addition, due to an administrative oversight, the May 25th Resolution failed to include a provision contained in the RFP that provided the County with an option to "extend the term of the Agreement for up to five (5) additional one (1) year periods, on the same terms and conditions, including unit price (with a not-to-exceed 3% annual cost of living increase to be added to the unit cost), as the initial term, subject to the availability of funds, acceptable past performance, the County obtaining all necessary legal approvals and the County's determination that an extension is in its best interest."

The Department now desires to amend the May 25th Resolution to reflect the above referenced changes. Accordingly, authority is respectfully requested to amend the May 25th Resolution which authorized the County to enter into an agreement with the Contractor 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, by 1) providing that the initial

term of the Agreement would commence retroactive to March 1, 2017 and continue through December 31, 2017; and 2) adding an option to extend the term of the Agreement for up to five (5) additional one (1) year periods, on the same terms and conditions, including unit price (with a not-to-exceed 3% annual cost of living increase to be added to the unit cost), as the initial term, subject to the availability of funds, acceptable past performance, the County obtaining all necessary legal approvals and the County's determination that an extension is in its best interest.

Except as otherwise specifically amended hereby, all other terms and conditions contained in the May 25th Resolution shall remain in full force and effect upon the parties.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ/

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/10/2017 - LSA MR/MAJ, SJ/CP/EP/PA

RESOLUTION

UPON COMMUNICATION FROM THE COMMISSIONER OF THE WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES, BE IT HEREBY:

RESOLVED, that the resolution approved on May 25, 2017 (the "May 25th Resolution") which authorized the County of Westchester, acting by and through its Department of Senior Programs and Services, to enter into an agreement with the 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 for the period beginning on January 1, 2017 through December 31, 2017, with the Contractor to 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 in an amount not to exceed \$70,000 in federal funds, 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, is hereby amended by 1) providing that the initial term of the Agreement would commence retroactive to March 1, 2017 and continue through December 31, 2017; and 2) adding an option to extend the term of the Agreement for up to five (5) additional one (1) year periods, on the same terms and conditions, including unit price (with a not-to-exceed 3% annual cost of living increase to be added to the unit cost), as the initial term, subject to the availability of funds, acceptable past performance, the County obtaining all necessary legal approvals and the County's determination that an extension is in its best interest; and be it further

RESOLVED, that except as otherwise specifically amended hereby, all other terms and conditions contained in the May 25th Resolution shall remain in full force and effect upon the parties; 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
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	\$0			
		State Aid	\$0			
\$ (must match resolution)		Federal Aid	\$			

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/10/2017 - LISA MRLIAJ, SECRETARY