

62387

DATE: April 3, 2018

TO: Board of Acquisition and Contract

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

RE: Request for authority for the County of Westchester (the "County") to:

- a) retroactively amend a resolution approved on June 15, 2017 that authorized the County to enter into Agreements with the agencies listed in Schedule "A", attached to the resolution, for the purpose of providing consumer directed in-home services, and homemaker and housekeeper services to frail, homebound seniors under the Expanded In-Home Services for the Elderly Program, for the program period commencing on April 1, 2017 through March 31, 2018, in order to reflect an increase of \$221,309 in the total amount the County is authorized to pay all contractors thereunder comprised of an additional \$170,238 in State funds and an additional \$51,071 in County matching funds, thereby increasing the total aggregate amount authorized under the resolution from \$1,779,926 to \$2,001,235 and;
- b) further amend the resolution approved on June 15, 2017 in order to reflect an increase of \$5,675 in the amount of the Contractor match, thereby increasing the amount of the contractor match from \$161,811 to \$167,486.

By resolution approved on June 15, 2017 (the "June 15th Resolution"), your Honorable Board authorized the County, acting by and through its Department of Senior Programs and Services (the "Department"), to enter into agreements (the "Agreements") with the agencies (the "Contractors") listed in Schedule "A", attached to the June 15th Resolution, for the purpose of providing consumer directed in-home services, and homemaker and housekeeper services to frail, homebound seniors under the Expanded In-Home Services for the Elderly Program (the "Program") for the program period commencing on April 1, 2017 through March 31, 2018, for a total aggregate amount not to exceed \$1,779,926, comprised of \$1,456,302 in State funds and \$323,624 in County matching funds, with the County having the sole option to renew the Agreements for up to one (1) additional one-year period, subject to the prior approval of your Honorable Board. The June 15th Resolution further provided that the Contractors were required to contribute matching funds in an aggregate amount not to exceed \$161,811 toward the Program. The Agreements were subsequently executed.

As your Honorable Board is aware, the June 15th Resolution did not authorize separate not-to-exceed amounts for each contractor. Rather, each contractor was authorized to be paid at hourly rates based on 90% of their approved 2017 Medicaid Personal Care rate for actual services provided, up to the total aggregate not to exceed amount authorized under the Resolution for all contractors. This total aggregate not to exceed amount was based on an estimate of total services that were provided by all contractors in the previous year.

Unfortunately, last year the Department underestimated the total aggregate not to exceed amount to be used for the June 15th Resolution. This has resulted in insufficient funding available to pay for all services rendered. In particular, the Finance Department will not process payment for one of the contractors because the amount the contractor invoiced the County exceeds the amount authorized under the June 15th Resolution.

In order to correct this problem, authority is respectfully requested to retroactively amend the June 15th resolution in order to reflect an increase of \$221,309 in the total aggregate amount the County is authorized to pay to all Contractors thereunder, comprised of an additional \$170,238 in State funds and an additional \$51,071 in County matching funds, thereby increasing the total aggregate amount authorized under the June 15th Resolution from \$1,779,926 to \$2,001,235.

As your Honorable Board is aware, the June 15th Resolution further provided that Contractors would be required to contribute a total not to exceed amount of \$161,811 in Contractor matching funds toward the Program. Because we are seeking an increase in the total aggregate amount payable by the County to the Contractors, it is also necessary to require a concomitant increase in the amount of matching funds the Contractors are required to contribute toward the Program. Accordingly, authority is further requested to amend the June 15th Resolution in order to reflect an increase of \$5,675 in the Contractor match, from \$161,811 to a total amount not-to-exceed of \$167,486.

Except as specifically amended as described herein, all other terms and conditions set forth in the June 15th Resolution shall remain in full force and effect.

Accordingly, I recommend adoption of the proposed attached resolution.

MC/SJ/

RESOLUTION

UPON COMMUNICATION FROM THE COMMISSIONER OF THE WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES, be it:

RESOLVED, that the resolution approved on June 15, 2017 (the "June 15th Resolution") which authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), to enter into agreements (the "Agreements") with the agencies (the "Contractors") listed in Schedule "A", attached to the June 15th Resolution, for the purpose of providing consumer directed in-home services, and homemaker and housekeeper services to frail, homebound seniors under the Expanded In-Home Services for the Elderly Program (the "Program") for the program period commencing on April 1, 2017 through March 31, 2018, for a total aggregate amount not to exceed \$1,779,926, comprised of \$1,456,302 in State funds and \$323,624 in County matching funds, with the County having the sole option to renew the Agreements for up to one (1) additional one-year period, subject to the prior approval of the Board of Acquisition & Contracts, is hereby retroactively amended in order to reflect an increase of \$221,309 in the total aggregate amount the County is authorized to pay to all Contractors thereunder, comprised of an additional \$170,238 in State funds and an additional \$51,071 in County matching funds, thereby increasing the total aggregate amount authorized under the June 15th Resolution from \$1,779,926 to \$2,001,235; and be it further.

RESOLVED, that the June 15th Resolution is hereby further amended to reflect an increase of \$5,675 in the amount of the Contractor match, thereby increasing the total amount of the contractor match from \$161,811 to \$167,486.

RESOLVED, that except as specifically amended as described herein, all other terms and conditions set forth in the June 15th Resolution shall remain in full force and effect

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	048S	4380	T048	\$221,309

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

Funding Source

State Aid \$170,238
Tax Dollars \$51,071

\$221,309
(must match resolution)