

62392

DATE: April 3, 2018

TO: Honorable Board of Acquisition and Contract

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

RE: Request for authority for the County of Westchester to:

- a) enter into an agreement with the New York State Office for the Aging to accept a grant in the amount of \$19,611 to provide various support services to caregivers of persons 60 years or older, residing in Westchester County under the Caregiver's Resource Center Grant program for the program period April 1, 2018 through March 31, 2019;
- b) amend an agreement in order to exercise the first of its one option to renew the agreement with the Westchester Jewish Community Services, Inc. (the "Contractor") to provide Caregiver Resource Center Program Services to caregivers of persons 60 years or older, residing in Westchester County in an amount not to exceed \$19,611, for the program period April 1, 2018 through March 31, 2019; and
- c) further amend the agreement with the Contractor to add certain "Standard Assurances" including federal and state revised statutes, regulations, policies and contract requirements as mandated by the New York State Office for the Aging.

The County of Westchester (the "County"), acting by and through the Westchester County Department of Senior Programs and Services (the "Department"), is requesting authorization to enter into an Agreement with the New York State Office for the Aging ("NYSOFA") to accept a grant in the amount of \$19,611 to provide various support services to caregivers of the elderly under the Caregiver Resource Center Grant program for the program period April 1, 2018 through March 31, 2018.

Additionally, by resolution approved on May 18, 2017 (the "May 18th Resolution"), your Honorable Board authorized the County to enter into an agreement (the "Agreement") with Westchester Jewish Community Services, Inc. (the "Contractor") to operate a resource center that provides Caregiver Resource Center Program services to

caregivers of Westchester County residents 60 years and older in the amount not to exceed \$19,611, payable based on the agreed unit cost for actual services provided and data entered in the NYSOFA Client Statewide Data System ("PeerPlace") up to the not to exceed amount of the contract, for the program period April 1, 2017 through March 31, 2018. The May 18th Resolution also stipulated that the County at its sole option may renew the Agreement for one (1) additional one-year period on the same terms and conditions as the initial term subject to the availability of funds, acceptable past performance and the County's determination that an extension is in its best interest, and upon the prior approval of your Honorable Board. The Agreement was subsequently executed.

The County now seeks the authority of your Honorable Board to amend the Agreement with the Contractor in order to exercise its first and only option to renew the Agreement to provide the Program at the same funding amounts for the program period April 1, 2018 through March 31, 2019. The County also seeks further authority to amend the Agreement with the Contractor to add certain "Standard Assurances" including federal and state revised statutes, regulations, policies and contract requirements as mandated by the New York State Office for the Aging ("NYSOFA").

Because the Agreement with NYSOFA is for the acceptance of grant funds, it does not constitute a procurement, and as such, is not subject to the requirements of the Westchester County Procurement Policy. The Agreement with the Contractor is exempt from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xix thereof.

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

I certify that my department, a.) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b.) has reviewed the Grant Terms, c.) is aware of and understands all of the Grant Terms, and d.) can and will comply with all of the Grant Terms

I most respectfully recommend adoption of the attached Resolution.

MC/SJ

RESOLUTION

Upon communication from the Commissioner of the Westchester County Department of Senior Programs and Services, it is hereby:

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), be and is hereby authorized to enter into an Agreement with the New York State Office for the Aging to accept a grant in the amount of \$19,611 to provide various support services to caregivers of persons 60 years or older, residing in Westchester County under the Caregiver's Resource Center Grant program for the program period April 1, 2018 through March 31, 2019; and be it further

RESOLVED, that the County is hereby authorized to amend its Agreement with the Westchester Jewish Community Services, Inc. (the "Contractor") in order to exercise its first and only option to renew the Agreement to operate a resource center that provides caregiver Resource Center Program Services to caregivers of persons 60 years or older residing in Westchester County (the "Program"), in an amount not to exceed \$19,611, at the agreed upon unit cost, for the program period April 1, 2018 through March 31, 2019; and be it further

RESOLVED, that the County is further authorized to amend the Agreement with the Contractor by adding certain "Standard Assurances", including a revised list of federal and state statutes, regulations, policies and certain contract provisions as mandated by the New York State Office for the Aging; 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.

Account to be Charged/credited	Fund	Department	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
Credited	263	85	927T	9854	T927	\$19,611
Charged	263	85	927T	4380	T927	\$19,611

Budget Funding Years: 2018 - 2019
(must match resolution)

Start Date 04/01/18

End Date 3/31/19

Funding Source

\$19,611

(must match resolution)

Tax Dollars	<u>\$0</u>
State Aid	<u>\$19,611</u>
Federal Aid	<u>\$0</u>
Other	<u>\$0</u>

APPROVED BOARD OF ACQUISITION & CONTRACTS 05/03/2018 LIS MARIJAJ, SECRETARY