

62721

DATE: April 17, 2018

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 amend an agreement with Westchester Jewish Community Services, Inc. in order to exercise the second 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 Program, in an amount not to exceed \$115,000 in State funds, for the program period commencing on April 1, 2018 and continuing through March 31, 2019.

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 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

Thereafter, by resolution approved on May 25, 2017 (the "May 25th Resolution") your Honorable Board authorized the County, *inter alia*, to amend the Agreement with the Contractor in order to exercise the first of its two (2) renewal options under the Agreement to provide the Program for the period commencing on April 1, 2017 and continuing through March 31, 2018. The May 25th Resolution also indicated that funding for the program would remain at the same aggregate amount as the initial Agreement; but that the first renewal would be entirely State-funded (the "First Amendment"). The First Amendment was subsequently executed.

The County now seeks approval to amend the Agreement with the Contractor in order to exercise the second of its two (2) renewal options under the Agreement to provide the Program for the period commencing on April 1, 2018 and continuing through March 31, 2019. State funding for the program will remain the same as specified in the First Amendment (the "Second Amendment").

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

For the previous fiscal year, approximately 3,028 hours of case management services were provided to 788 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 - 05/10/2018 - USA 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 second 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, 2018 through March 31, 2019; 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
Second Amendment:	<u>\$115,000</u>
Total:	\$345,000

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	85	048T	4380	T-047	\$115,000

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

Funding Source	Tax Dollars: <u>\$0</u>
	State Aid: <u>\$115,000</u>
<u>\$115,000</u>	
(must match resolution)	