

62726

DATE: April 17, 2018

TO: Board of Acquisition & Contract

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

RE: Request for authority to enter into an Agreement with Family Services of Westchester, Inc. to provide Cluster Homemaker/Personal Care services for the elderly under the Community Services for the Elderly Act for an amount not-to-exceed \$45,664 in State funds, for the program period commencing on April 1, 2018 and continuing through March 31, 2019.

The County of Westchester (the "County"), acting by and through its Department of Senior Programs & Services (the "Department"), seeks the authority of your Honorable Board to enter into an agreement (the "Agreement") with Family Services of Westchester, Inc. ("the Contractor") for the purpose of providing Cluster Homemaker/Personal Care services to elderly persons 60 years or older residing in the County in accordance with Community Services for the Elderly Act (the "Program"), for the program period commencing on April 1, 2018 and continuing through March 31, 2019. State funding for the Program will be in an amount not to exceed \$45,664, payable at the agreed upon unit cost for actual services provided by the Contractor.

The County at its sole option may renew the Agreement with the Contractor for up to four additional one-year periods, noting that funding for subsequent renewal options may vary from year to year, in which case the County reserves the right to adjust the above referenced not to exceed amount to match the funding amount it receives from the State. Further authority is also being sought from your Honorable Board for the County to incorporate into all renewal options to the agreement 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.

This agreement will serve a public purpose by providing supportive services to help maintain Westchester County seniors in the community and avoid premature institutionalization

The goals and objectives of the proposed contract are to provide the homebound elderly population with benefits and services available to them in the community to assist them with remaining in there. The Department is dedicated to the belief that family and community-based alternatives that offer the most appropriate blend of medical and non-medical services will

delay or prevent the need for institutional care and support aging in place through the use of Cluster Homemaker/Personal Care services.

The goals and objectives of the program are in the best interests of Westchester County in terms of fiscal responsibility because it effectively allows seniors to remain at home thus preventing costly institutionalization.

The goals and objectives will be tracked and monitored through monthly reporting activities and onsite reviews to determine if the contract performance goals and objectives are being met in a fiscally responsible and appropriate fashion.

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

Accordingly, approval of the attached resolution is most respectfully recommended.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACTS 05/10/2018 - LISA MARIJAS, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement (the "Agreement") with Family Services of Westchester, Inc. (the "Contractor") to provide Cluster Homemaker/Personal Care services to elderly persons 60 years or older residing in the County in accordance with Community Services for the Elderly Act, (the "Program") for the program period commencing on April 1, 2018 and terminating on March 31, 2019. State funding for the Program will be in an amount not to exceed \$45,664, payable at the agreed upon unit cost for services actually provided by the Contractor; and be it further

RESOLVED, that the County at its sole option may renew the Agreement with the Contractor for up to four additional one-year periods; funding for subsequent renewal options may vary from year, in which case the County reserves the right to adjust the above referenced not to exceed amount to match the funding amount the County receives from the State; and be it further

RESOLVED, that the County is hereby authorized to incorporate into all renewal options to the agreement 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 the Agreement with the Contractor is subject to County Appropriations; and be it further

RESOLVED, that the Agreement with the Contractor is also subject to the further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreement with the Contractor, or to renegotiate the amounts and rates approved therein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate the Agreement upon reasonable prior written notice; 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: \$45,664

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	047T	4830	T-047	\$45,664

Budget Funding Years 2018 - 2019
(must match resolution)

Start Date 4/1/18

End Date 3/31/19

Funding Source

Tax Dollars \$0

\$45,664

State Aid \$45,664

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/10/2018 - LISA MARIJAJ, SECRETARY