

**63242**

**DATE:** May 16, 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:

- a) amend an agreement with YWCA White Plains & Central Westchester - Encore Plus Program in order to exercise its one (1) renewal option to administer breast cancer screening and counseling programs, evidenced-based health and wellness programs under the Community Services for the Elderly Act Program for an amount not-to-exceed \$35,000 in State funds, for the program period commencing April 1, 2018 and continuing through March 31, 2019.
- b) amend the agreement to incorporate into the first renewal certain "Standard Assurances" as mandated by the New York State Office for the Aging ("NYSOFA").

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By resolution approved on May 25, 2017 (the "May 25<sup>th</sup> Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs & Services (the "Department"), to enter into an agreement (the "Agreement") YWCA White Plains & Central Westchester - Encore Plus Program (the "Contractor") for the purpose of administering breast cancer screening and counseling programs and evidenced-based health and wellness programs under the Community Services for the Elderly Act Program (the "Programs"). The Agreement would be for an amount not-to-exceed \$35,000 in State funds, to be paid pursuant to an approved budget, for the period commencing April 1, 2017 and continuing through March 31, 2018, with a County option to renew the Agreement for up to one (1) additional one-year period, on the same terms and conditions, subject to the availability of funds and acceptable past performance and also subject to the further approval of your Honorable Board. The May 25<sup>th</sup> Resolution also stipulated that the Contractor was required to contribute an amount not to exceed \$11,667 in matching funds to the Program. The Agreement was subsequently executed.

The County now seeks approval to amend the Agreement with the Contractor in order to exercise the renewal option under the Agreement to provide the Programs for the period commencing on April 1, 2018 and continuing through March 31, 2019 noting that the State funding for the Programs will remain at the same (the "First Amendment").

In addition to exercising the option to renew the Agreement, the County also respectfully requests authority to amend the Agreement to incorporate into the First Amendment certain "Standard Assurances" as mandated by the New York State Office for the Aging ("NYSOFA").

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 the Contractor provided 112 fitness and exercise classes, specifically tai chi and yoga to 715 seniors, 14 breast health education classes to 235 seniors and 22 mammography appointments were secured for seniors in need.

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 & CONTRACT - 06/28/2018 - JISA MR/IAJ, SECRETARY

## RESOLUTION

UPON A 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") is hereby authorized to amend its agreement (the "Agreement") with YWCA White Plains & Central Westchester - Encore Plus Program (the "Contractor") in order to exercise its first renewal option under the Agreement to implement breast cancer screening and counseling programs and evidenced-based health and wellness programs (the "Programs") under the Community Services for the Elderly Act for an aggregate amount not-to-exceed \$35,000 in State funds, to be paid pursuant to an approved budget for the program period commencing April 1, 2018 and continuing through March 31, 2019; and be it further

**RESOLVED,** that the Contractor is required to contribute an aggregate amount not to exceed \$11,667 in Contractor matching funds to the Programs; and be it further

**RESOLVED,** that the County is hereby authorized to further amend the Agreement with the Contractor to incorporate into the first renewal option certain "Standard Assurances" as mandated by the New York State Office for the Aging ("NYSOFA"); 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.

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
Account to be charged	263	85	047T	4380	T-047	\$35,000

Budget Funding Years 2018 - 2019      Start Date 4/1/18      End Date 3/31/19  
(must match resolution)

Funding Source      State Aid      \$35,000  
\$35,000  
(must match resolution)