

**67488**

**DATE:** January 29, 2019

**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 to enter into agreements with the two (2) entities listed in the attached Schedule "A" to provide Livable Communities Regional Host services. Funding for the program period January 1, 2019 through December 31, 2019, will be for a total aggregate amount not-to-exceed \$71,000 in County tax dollars.

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The County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), seeks authority from your Honorable Board to enter into agreements (the "Agreements") with the two (2) entities (the "Contractors") listed in the attached Schedule "A" to provide Livable Communities Regional Host services (the "Program"). Funding for the program period January 1, 2019 through December 31, 2019 will be for a total aggregate amount not-to-exceed \$71,000 in County tax dollars, payable pursuant to an approved budget, in the individual amounts also set forth in the attached Schedule "A, which at the County's sole and complete discretion may increase or decrease based on the availability of funds, which would impact the not-to-exceed amount of the Agreements, subject to the prior approval of your Honorable Board.

The County at its sole option may extend the term of the Agreements for four (4) additional extension terms of one (1) year each. Any renewal of the Agreements by the County shall be on the same terms and conditions as the initial term, except that funding may vary from year to year based on the availability of funds that would also impact the not-to-exceed amount of the Agreements, subject to the prior approval of your Honorable Board.

The Agreements will serve a public purpose by providing County seniors with supportive services to help them maintain their presence in the community and avoid premature institutionalization.

The goals and objectives of the proposed Agreements shall be to offer opportunities to County seniors to engage in activities and projects that will reduce their isolation, increase their social and civic engagement and promote advocacy on their behalf.

The goals and objectives of the Agreements are in the County's best interests regarding fiscal responsibility as the services to be provided thereto will help delay premature institutionalization of County seniors, thereby saving County expenditures for the cost of same.

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

The proposed Agreements are exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof.

It should be noted that these Contractors have successfully implemented the program through prior agreements with the County.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/21/2015 - LISA M. PUGH, 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 agreements (the "Agreements") with the two (2) entities (the "Contractors") listed in the attached Schedule A to provide Livable Communities Regional Host services (the "Program"). Funding for the program period January 1, 2019 through December 31, 2019 will be for a total aggregate amount not-to-exceed \$71,000 in County tax dollars, payable pursuant to an approved budget, in the individual amounts also set forth in the attached Schedule "A", which at the County's sole and complete discretion may increase or decrease based on the availability of funds, which would impact the not-to-exceed amount of the Agreements, subject to the prior approval of your Honorable Board; and be it further

**RESOLVED,** that the County at its sole option may extend the term of the Agreements for four (4) additional extension terms of one (1) year each. Any renewal of the Agreements by the County shall be on the same terms and conditions as the initial term, except that funding may vary from year to year based on the availability of funds that would also impact the not-to-exceed amount of the Agreements, subject to the prior approval of your Honorable Board; and be it further

**RESOLVED,** that the Agreements are subject to County appropriations; and be it further

**RESOLVED,** that the Agreements are also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of these Agreements. 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 Agreements or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractors, then the Contractors shall have the right to terminate the Agreements 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.

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686U	4380	T686	\$71,000
Budget Funding Year(s) (must match resolution)	<u>2019</u>		Start Date	<u>1/1/2019</u>	End Date	<u>12/31/2019</u>
Funding Source	Tax Dollars		<u>\$ 71,000</u>			
<u>\$71,000</u> (must match resolution)						

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/21/2019 - SAA MRIJAJ, SECRETARY

**SCHEDULE "A"**

<b><u>CONTRACTOR</u></b>	<b><u>NOT-TO-EXCEED COUNTY FUNDS</u></b>
Family Services of Westchester, Inc.	\$35,000.00
Westchester Jewish Community Services, Inc.	<u>\$36,000.00</u>
<b>TOTAL:</b>	<b>\$71,000.00</b>

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/21/2019 - USA MRPAJ, SECRETARY