

68071

DATE: February 19, 2019

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 its agreement with The LOFT: The Lesbian and Gay Community Services Center, Inc. in order to exercise the first of its five (5) options to extend the term of the agreement to provide Information and Assistance Services for elderly Westchester County residents 60 years or older under Title III-B of the Older Americans Act, for an amount not to exceed \$16,650 for a term commencing on January 1, 2019 and terminating on December 31, 2019.

By resolution approved on April 12, 2018 (the "April 12th 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") with The LOFT: The Lesbian and Gay Community Services Center, Inc. (the "Loft") for the purpose of providing Information and Assistance Services for elderly County residents 60 years or older under Title III-B of the Older Americans Act (the "Program"), in an amount not to exceed \$16,650 as set forth in Schedule "A" attached to the April 12th Resolution, for the period commencing on January 1, 2018 and terminating on December 31, 2018.

The April 12th Resolution also authorized that the County, at its sole option, to extend the term of the Agreement for up to five (5) additional one (1) year periods, on the same terms and conditions as the initial term, including price proposal, subject to the availability of funds, acceptable past performance, and the County's determination that an extension is in its best interest, subject to the prior approval of your Honorable Board, noting that the funding may vary from year to year. The Agreement with the Contractor was subsequently executed.

The County now seeks the authority of your Honorable Board to amend the Agreement with the Loft in order to exercise the first of its five (5) options to extend the term of the Agreement (the "First Option Term") for the purpose of providing the Program at the same funding amount as the Agreement, for the program period commencing on January 1, 2019 and terminating on December 31, 2019 (the "First Amendment").

Since the First Amendment with the Loft is paid for with federal funds, it is subject to the Federal Common Grant Rules, 45 CFR 92.36 (f) requires grantees to perform a price or cost

analysis in order to test the market before such options may be exercised. In an effort to comply with this requirement, the Department obtained 3 (three) quotes for Information and Assistance in order to complete the price analysis. Based on the price analysis, The Loft provides the type of programs that are the most advantageous to the County at the most reasonable unit cost for the service. Therefore, based on the aforementioned, it appears to the Department to be most prudent to exercise the County's option under the current agreement for these services for 2019. It is the Department's recommendation to enter into an agreement with the Loft to provide the Program.

For the 2018 program year, the Loft provided 1,740 units of Information and 923 units of Assistance.

Except as otherwise specifically amended hereby, all other terms and conditions set forth in the Initial Agreement with the Loft shall remain in full force and effect.

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

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/21/2019 NISA MUDWORTH, ARK

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend its agreement with The LOFT: The Lesbian and Gay Community Services Center, Inc. to provide Information and Assistance Services for elderly Westchester County residents 60 years and older under Title III-B of the Older Americans Act (the "Agreement") in order to exercise the first of its five (5) options to extend the term of the Agreement for the period commencing on January 1, 2019 and terminating on December 31, 2019, in an amount not-to-exceed \$16,650, payable for actual services provided and line-item budgeted bringing the total amount not to exceed for the Agreement and the first amendment to \$33,300; and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions of the Initial Agreement 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.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION, SECRETARY

Initial Agreement: \$16,650
 First Amendment: \$16,650
 Total: \$33,300

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
Account to be charged	263	85	686U	4830	T-686	\$16,650

Budget Funding Years 2019
 (must match resolution)

Start Date 1/1/19

End Date 12/31/19

Funding Source

Tax Dollars: \$0

State Aid: \$0

\$16,650
 (must match resolution)

Federal Aid: \$16,650

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APPROVED BOARD OF ACQUISITION & CONTRACT - 03/21/2019 - LISA MRJAS SECRETARY