

68729

DATE: March 26, 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 an Agreement with Feeding Westchester, Inc. in order to exercise the first of its four (4) renewal options to continue to provide Counseling and Information Services to seniors applying for Supplemental Nutrition Assistance Program (formerly known as Food Stamps), that also includes assisting clients in the completion and submission of applications for benefits under the Community Services for the Elderly Program, in amount not to exceed \$48,000 in State funds, payable pursuant to the agreed upon unit cost, for the program period April 1, 2019 through March 31, 2020.

By resolution approved on June 7, 2018 (the "June 7th 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 Feeding Westchester Inc. ("FW") to provide counseling and information services to seniors applying for Supplemental Nutrition Assistance Program ("SNAP") (formerly known as Food Stamps), that also included assisting clients in the completion and submission of applications for benefits under the Community Services for the Elderly Program (the "Program"). State funding for the Program was in an amount not to exceed \$48,000, payable pursuant to the agreed upon unit cost, with FW contributing \$16,000 in matching funds to the Program, for the program period commencing on April 1, 2018 and continuing through March 31, 2019 ("Initial Term"). The June 7th Resolution also stipulated that the County at its sole option could renew the Agreement with FW for up to four (4) additional one (1) year periods, subject to the further approval of your Honorable Board. The Agreement was subsequently executed.

The County now seeks the approval of your Honorable Board to amend the Agreement with FW in order to exercise its first renewal option under the Agreement to provide the Program, for the program period commencing on April 1, 2019 and continuing through March 31, 2020. State funding for the program and the FW's match will remain the same as the Initial Term (the "First 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 FW provided 2,362 units of SNAP Counseling and 393 units of Information.

The Agreement with FW is exempt pursuant to Section 3(a) Subsection xix of the Westchester County Procurement Policy.

Accordingly, I most respectfully recommend adoption of the attached proposed resolution.

MJ/SJ

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") is hereby authorized to amend its agreement (the "Agreement") with Feeding Westchester, Inc. ("FW") in order to exercise its first of four (4) options to renew the Agreement to provide Counseling and Information Services to seniors applying for Supplemental Nutrition Assistance Program (SNAP). The Counseling and Information provided will include assisting clients in the completion and submission of applications for benefits under the Community Services for the Elderly Program (the "Program") for the period commencing on April 1, 2019 through March 31, 2020 in an amount not to exceed \$48,000 in State funds, payable pursuant to the agreed upon unit-cost (the "First Amendment").

RESOLVED, that FW is required to contribute \$16,000 in matching funds to the Program; 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 \$48,000
 First Amendment: \$48,000
 Total: \$96,000

Account to be
 Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
Charged	263	85	047U	4380	T-047	\$48,000

Budget Funding Year(s) 2019 - 2020 Start Date 4/1/19 End Date 3/31/20

(must match resolution)

Funding Source Tax Dollars \$0
 State Aid \$48,000

\$48,000
 (must match resolution)