

76036

DATE: April 14, 2020

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 Westchester Jewish Community Services, Inc. in order to exercise the first of its four (4) Option Terms under the agreement to provide Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Program, in an amount not to exceed \$146,718 in State funds, for the program period commencing on April 1, 2020 and continuing through March 31, 2021

By resolution approved on April 18, 2019 (the "April 18th 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 Westchester Jewish Community Services, Inc. (the "Contractor") to provide Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Program (the "Program") for the period commencing on April 1, 2019 through March 31, 2020 (the "Initial Term"). State funding for the program will be in an amount not to exceed \$146,718, 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 Agreement, payable at the unit cost amount of \$38, and subject to the prior approval of your Honorable Board. The Agreement was subsequently executed.

The April 18th Resolution also stipulated that the County at its sole option could extend the term of the Agreement for four (4) additional extension terms of one (1) year each (each an "Option Term"), and that any renewal of the Agreement 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 Agreement, and subject to the prior approval of your Honorable Board

The County now seeks the approval of your Honorable Board to amend the Agreement with the Contractor to provide the Program in order to exercise its first Option Term under the Agreement to renew and extend the term of the Agreement for the period commencing on April 1, 2020 and continuing through March 31, 2021 (the "First Option Term"). State funding for the First Option Term will be at the same not to exceed amount as the Initial Agreement (the "First Amendment").

Except as specifically amended as described herein, all other terms and conditions set forth in the IMAs shall remain in full force and effect.

For the previous fiscal year, approximately 3,914 hours of case management services were provided to 762 seniors.

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

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

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/23/2020 - USA MUAJ, SECRETARY

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") acting by and through its Department of Senior Programs & Services (the "Department") is hereby authorized to amend its agreement (the "Agreement") with Westchester Jewish Community Services, Inc. (the "Contractor") to provide Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Program (the "Program") in order to exercise the first of its four (4) Option Terms under the Agreement to renew and extend the term of the Agreement for the period commencing on April 1, 2020 and continuing through March 31, 2021 (the "First Option Term") in an amount not to exceed \$146,718 in State funds, payable at the unit cost amount of \$38; 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:	\$146,718
First Amendment:	<u>\$146,718</u>
Total:	\$293,436

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	85	047V	4380	T-047	\$146,718

Budget Funding Year(s) 2020 - 2021 Start Date 4/1/2020 End Date 3/31/2021
(must match resolution)

Funding Source	Tax Dollars: <u>\$0</u>
	State Aid: <u>\$146,718</u>
<u>\$146,718</u>	
(must match resolution)	