

76324

DATE: April 28, 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:

- a) amend an Agreement with Feeding Westchester, Inc. in order to exercise the second of its four (4) renewal options provide Counseling and Information Services to seniors applying for Supplemental Nutrition Assistance Program (SNAP) (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 (the "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, 2020 through March 31, 2021;
- b) incorporate a questionnaire entitled Questionnaire Regarding Business Enterprises Owned and Controlled by Service-Disabled Veterans required by the County.

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. 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 (each an "Option Term"), subject to the further approval of your Honorable Board. The Agreement was subsequently executed.

Thereafter, by Resolution approved on April 18, 2012, your Honorable Board authorized the County 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 (the First Option Term) with State funding for the program and the FW's match remaining the same as the initial Agreement (the "First Amendment").

The County now seeks the approval of your Honorable Board to amend the Agreement with FW in order to exercise its second renewal option under the Agreement to provide the Program, for the program period commencing on April 1, 2020 and continuing through March 31, 2021 (the "Second Option Term"). State funding for the Second Option Term and FW's match will remain the same as the initial Agreement and the First Amendment (the "Second Amendment").

The County also respectfully requests authority to further amend the Agreement to incorporate a questionnaire entitled Questionnaire Regarding Business Enterprises Owned and Controlled by Service-Disabled Veterans as required by the County.

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 1,517 units of SNAP Counseling to 240 participants and 262 units of Information.

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

MJ/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/07/2020 - LISA MJ/SJ, 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") is hereby authorized to amend its agreement (the "Agreement") with Feeding Westchester, Inc. ("FW") in order to exercise its second 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 program period commencing on April 1, 2020 through March 31, 2021 (the "Second Option Term") in an amount not to exceed \$48,000 in State funds, payable pursuant to the agreed upon unit-cost (the "Second Amendment").

RESOLVED, that FW is required to contribute \$16,000 in matching funds to the Program; and be it further

RESOLVED that the Agreement is further amended to incorporate a questionnaire entitled Questionnaire Regarding Business Enterprises Owned and Controlled by Service-Disabled Veterans as required by the County; 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
 Second Amendment: \$48,000
 Total: \$144,000

Account to be Charged/Credited

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

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

(must match resolution)

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

\$48,000
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 000012020 - LISA MRIJAJ, SECRETARY