



George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

76947

To: Board of Acquisition and Contract

From: Kevin M. McGuire
Commissioner of Social Services

Date: May 26, 2020

Re: **Authority for the County to enter into an Agreement with Family Services of Westchester, Inc. (“FSW”) to provide the Covid-19 Pandemic Supportive Services Program to provide food and case management to 50 individuals and families who are quarantined due to Covid-19 for the term May 25, 2020 through July 25, 2020 in an amount not to exceed \$191,303, payable pursuant to an approved budget.**

Authority is requested for your Honorable Board to authorize the County of Westchester (the “County”), acting by and through its Department of Social Services (“Department”), to enter into an agreement with Family Services of Westchester (“FSW”) for the Covid-19 Pandemic Supportive Services Program (the “Program”) to provide food and case management to 50 individuals and families who are quarantined due to Covid-19 for the term May 25, 2020 through July 25, 2020, to deliver meals, personal protective equipment, groceries, supplies and as well as to provide case management to individuals and families in Westchester who are quarantined due to COVID-19, in an amount not to exceed \$191,303, payable pursuant to an approved budget (the “Agreement”). FSW will provide case management services and three meals a day for a 14-day period, including weekends. The Department and the Department of Health will refer individuals to the program once the test results are available.

The Agreement will serve the **public purpose** of providing meals and necessities as well as case management to individuals and families who have been quarantined due to Covid-19.

The provision of these services is in the **best interests** of the County as they will ensure the public health and safety of the individuals and families in the Program as well as the public at large.

The goals and objectives will be tracked and monitored through performance measurement indicators developed by the Department. The tracking and monitoring include the submission of monthly statistics and quarterly reports as well as direct contact with the Department staff in order to swiftly address any impediments to the program's success.

The proposed agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xiv) thereof, as this is an agreement with a not-for-profit organization for the purpose of providing aid, care and support to persons in need of public assistance.

Accordingly, authority is respectfully requested from your Honorable Board to authorize the County to enter into an agreement with the Family Services of Westchester, Inc. to provide the Covid-19 Pandemic Support Services Program for 50 individuals and families in need. A resolution is annexed hereto, which I recommend for your favorable consideration.

KMM/DI
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/26/2020 - LISI M. PIAJ SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester (the "County") is hereby authorized to enter into an agreement with Family Services of Westchester, Inc. for the Covid-19 Pandemic Supportive Services Program to provide food and case management for 50 individuals and families who are quarantined due to Covid-19 for the term May 25, 2020 through July 25, 2020, in an amount not to exceed 191,303.00, payable pursuant to an approved budget (the "Agreement"); and be it further;

RESOLVED, that the Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget ("State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State budget and/or 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 impact of any such budget(s) on County finances. After such analysis, the County shall retain the right to either terminate this Agreement, or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor then the Contractor shall have the right to terminate the Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

RESOLVED, that the County Executive or his authorized designee is empowered to execute any and all documents necessary to effectuate the purposes hereof.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
2020	101	22	0010	4998		\$191,303

Budget Funding Year(s) 2020 Start Date 5/25/20 End Date 7/25/20
 (must match resolution)

Funding Source Tax Dollars: _____
 State Aid: _____
\$191,303.00 Federal Aid: 100% _____
 (must match resolution) Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACTS 5/28/2020 - LISA MARIJAJ, SECRETARY