



George Latimer  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**[78926]**

DATE: August 25, 2020

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire  
Commissioner, Department of Social Services

SUBJECT: Amending a resolution that authorized the County of Westchester to exercise its two (2) options for the month of August under an agreement with Westchester Community Opportunity Program, Inc., pursuant to which it was to operate housing that was to be provided by the County for general isolation housing related to COVID-19, in order to add an authorization of a further, four (4) month extension of the agreement, through December 31, 2020, for an additional amount not-to-exceed \$555,367.20.

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By a resolution approved on April 2, 2020, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with Westchester Community Opportunity Program, Inc. ("WestCOP"), pursuant to which WestCOP was to operate housing that was to be provided by the County for COVID-19 patients who had been released from the hospital but were not yet able to return to their prior housing, and provide related services, (the "Original Services") for the period from April 1, 2020 through June 30, 2020, for a total amount not-to-exceed \$369,534.00 (the "Original Agreement"). The Original Agreement was subsequently executed.

By a resolution approved on May 7, 2020, your Honorable Board authorized the County to amend the Original Agreement by, 1.) modifying its scope of work to include one (1) additional nurse, who is a registered nurse with special expertise in infection/communicable diseases prevention and control, to be provided as part of the Original Services, in order to ensure that nursing services are available seven days per week, for the recovering COVID-19 patients (the "Additional Services"), 2.) increasing its not-to-exceed amount by \$22,238.00, from a not-to-exceed amount of \$369,534.00 to a new not-to-exceed amount of \$391,772.00, in order to pay for the Additional Services as well as account for additional supplies and related costs

involved in the provision of the Original Services to a larger number of people, and 3.) modifying its budget in order to allocate the additional funds (the "First Amendment"). The First Amendment was subsequently executed.

By a resolution approved on July 9, 2020, your Honorable Board authorized the County to amend the Original Agreement, as amended, by 1.) modifying its terms to specify that the County-provided housing would be operated for the more broad purpose of general isolation housing related to COVID-19, 2.) extending its term until August 1, 2020, 3.) increasing its not-to-exceed amount by \$111,073.44, from a not-to-exceed amount of \$391,772.00 to a new not-to-exceed amount of \$502,845.44, in order to pay for services during the extended term, 4.) modifying its budget in order to allocate the additional funds, and 5.) adding County options for parts of August, to be exercised based upon the County's sole discretion, on the following terms:

- First Option: From August 1 until August 15, for an amount not-to-exceed \$51,834.27; and
- Second Option: From August 15 until August 31, for an amount not-to-exceed \$59,239.17

(the "Second Amendment"). The Second Amendment was subsequently executed.

By a resolution approved on August 6, 2020, (the "August 6th Resolution") your Honorable Board authorized the County to exercise its two (2) options under the Original Agreement, as amended, identified as the 'First Option' and the 'Second Option' above, in order to continue receiving services to operate County-provided housing for the purpose of general isolation housing related to COVID-19, and related services including the Additional Services, (the "Current Services") and thereby, 1.) extend the term of the Original Agreement, as amended, through August 31, 2020; 2.) increase the not-to-exceed amount of the Original Agreement, as amended, by \$111,073.44, to a new total not-to-exceed amount of \$613,918.88, to pay for the Current Services during the extended term of the Original Agreement, as amended; 3.) modify its budget in order to allocate the additional funds; and 4.) reflect the fact that the County would not have any options remaining under the Original Agreement, as amended (the "Third Amendment").

The Third Amendment has not yet been executed. However, the County will continue to require the Current Services beyond August 31, 2020. Accordingly, the County respectfully requests authority from your Honorable Board to amend the August 6th Resolution by adding, between its existing first and second 'RESOLVED' clauses, a new 'RESOLVED' clause that will read as follows:

"RESOLVED, that the County is also authorized to amend the Agreement by, 1.) extending its term by four (4) additional months, through December 31, 2020; 2.) increasing its not-to-exceed amount by \$555,367.20 in order to pay for the services during the four-month extension, and 3.) modifying its budget in order to allocate the additional funds; and be it further"

Except as described above, all terms and conditions of the August 6th Resolution shall remain in full force and effect.

I respectfully recommend the adoption of the attached resolution.

KMM/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/27/2020 - LISA MRIJAJ, SECRETARY

## RESOLUTION

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

**RESOLVED**, that the resolution approved on August 6, 2020, which authorized the County of Westchester (the "County") to exercise its two (2) options under an agreement with Westchester Community Opportunity Program, Inc. ("WestCOP"), pursuant to which WestCOP was to operate housing that was to be provided by the County for the purpose of general isolation housing related to COVID-19, for the period from April 1, 2020 until August 1, 2020, for a total amount not-to-exceed \$502,845.44, (the "Agreement") and thereby, 1.) extend the term of the Agreement through August 31, 2020; 2.) increase the not-to-exceed amount of the Agreement by \$111,073.44, to a new total not-to-exceed amount of \$613,918.88, to pay for services during the extended term of the Agreement; 3.) modify its budget in order to allocate the additional funds; and 4.) reflect the fact that the County will not have any options remaining under the Agreement, (the "August 6th Resolution") is hereby amended by adding, between its existing first and second 'RESOLVED' clauses, a new 'RESOLVED' clause that will read as follows:

"RESOLVED, that the County is also authorized to amend the Agreement by, 1.) extending its term by four (4) additional months, through December 31, 2020; 2.) increasing its not-to-exceed amount by \$555,367.20 in order to pay for the services during the four-month extension, and 3.) modifying its budget in order to allocate the additional funds; and be it further"

; and be it further

**RESOLVED**, that except as hereby authorized to be amended, all terms and conditions of the August 6th Resolution shall remain in full force and effect; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is empowered to execute all documents and take all actions necessary to effect the purpose of this resolution.

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Account to be  
Charged/Credited

Fund	Dept	Unit	Object/ Sub Object	Trust Account	Activity	Dollars
101	22	0010	4998			555,367.20

Budget Funding Year(s): 2020 Start Date: 08/01/20 End Date: 12/31/20  
(must match resolution)

Funding Source

\$555,367.20  
(must match resolution)

Tax Dollars: \_\_\_\_\_

State Aid: \_\_\_\_\_

Federal Aid: 100% \_\_\_\_\_

Other: \_\_\_\_\_

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