

82889

DATE: February 24, 2021

TO: Board of Acquisition and Contract

FROM: Mae Carpenter, Commissioner
Department of Senior Programs and Services

RE: Authority for the County of Westchester to amend an agreement with the Westchester Public/Private Membership Fund for Aging Services, Inc. in order to exercise the second of its four (4) extension option terms to provide Livable Communities Volunteer Coordination services, in an amount not to exceed \$205,000 in County funds to be paid pursuant to an approved budget, for the program period January 1, 2021 through December 31, 2021.

By resolution approved on February 28, 2019 (the "February 28th Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through the Department of Senior Programs and Services (the "Department") to enter into an agreement (the "Agreement") with the Westchester Public/Private Membership Fund for Aging Services, Inc. (the "Contractor"), pursuant to which the Contractor would provide Livable Communities Volunteer Coordination services (the "Program") in an amount not to exceed \$180,000 in County funds to be paid pursuant to an approved budget, for the program period commencing on January 1, 2019 and continuing through December 31, 2019. The Agreement was subsequently executed.

The February 28th Resolution further authorized the County to extend the term of the Agreement for up to four (4) additional one-year option periods, at the same unit cost; however, noting that funding may vary from year to year, which would impact the not to exceed amount of the contract, and subject to the prior approval of your Honorable Board.

Thereafter, by resolution approved on January 30, 2020, your Honorable Board authorized the County to amend the Agreement with the Contractor in order to exercise its first extension term under the Agreement to provide Program services for the period commencing on January 1, 2020 and continuing through December 31, 2020 (the "First Extension Term"), in an amount not to exceed \$205,000 (the "First Amendment"). The First Amendment was subsequently executed.

The County has determined that it continues to require the Program services for the 2021 calendar year, and that the Contractor has satisfactorily provided Program services under the original Agreement and the First Extension Term.

Therefore, the County now seeks the authority of your Honorable Board to amend the Agreement with the Contractor in order to exercise the second of its four extension options to provide the Program services for the period commencing on January 1, 2021 and continuing through December 31, 2021 (the "Second Extension Term"), in an amount not to exceed \$205,000 (the "Second Amendment").

It should be noted that during the 2020 program year, The Livable Communities: A Vision for All Ages, delivered over 75,000 contacts to older adults in Westchester County.

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

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ/

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/01/2021 - US MAIL (SECRETARY)

RESOLUTION

UPON A 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 and Services (the "Department") is hereby authorized to amend its agreement (the "Agreement") with Westchester Public/Private Membership Fund for Aging Services, Inc. (the "Contractor") for the provision of Livable Communities Volunteer Coordination services (the "Program") in order to exercise the second of the County's four (4) options to extend the term of the Agreement for the period commencing on January 1, 2021 and continuing through December 31, 2021 in an amount not to exceed \$205,000 in County tax funds, to be paid pursuant to an approved budget; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the Agreement, as previously amended, 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:	\$180,000
First Amendment:	\$205,000
Second Amendment:	<u>\$205,000</u>
Total:	\$590,000

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686W	4380	T686	\$205,000
Budget Funding Year(s) (must match resolution)	<u>2021</u>		Start Date	<u>1/1/2021</u>	End Date	<u>12/31/2021</u>
Funding Source	County Tax Dollars:		<u>\$205,000</u>			
<u>\$205,000</u>						
(must match resolution)						