

George Latimer  
County Executive

Department of Social Services

Leonard G. Townes  
Commissioner

**OnBase # 84778**

To: Board of Acquisition and Contract

From: Leonard G. Townes  
Commissioner of Social Services

Date: May 11, 2021

Re: **Authority for the County to amend an Agreement with Family Services of Westchester, Inc. to provide a Covid-19 Pandemic Supportive Services Program in order to extend the term of the agreement through June 30, 2021 and to increase the amount of the agreement by \$960,000 for a new total amount not to exceed \$1,895,100, payable pursuant to an approved budget.**

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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 amend an agreement dated on or about May, 29, 2020 with Family Services of Westchester ("FSW") for the Covid-19 Pandemic Supportive Services Program as amended by a First Amendment Agreement dated December 2, 2020 (collectively the "Agreement") for the term May 25, 2020 through December 30, 2020 in an amount not to exceed \$935,100, in order to extend the term of the Agreement through June 30, 2021 and to increase the amount of the Agreement by \$960,000 for a new total amount not to exceed \$1,895,100, payable pursuant to an approved budget. The Agreement provides for the delivery of meals, personal protective equipment, groceries, supplies and as well as to provide case management to 50 individuals and families in Westchester who are in isolation due to COVID-19. Pursuant to the proposed amendment, FSW will provide 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. All other terms and conditions of the Agreement will remain in full force and effect

The proposed amendment will serve the **public purpose** of providing meals and necessities as well as case management to individuals and families who are in isolation due to Covid-19.

The provision of these services are 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. As a result of the COVID-19 pandemic individuals testing positive and their families are required to isolate at home.

The proposed amendment is being funded with monies provided to the County under the American Rescue Plan Act (ARPA), Sec. 603 Coronavirus Local Fiscal Recovery Fund (the "Fund"). It is believed that, similar to the handling of the Coronavirus Relief Fund, monies provided under the Fund are not subject to the Federal procurement rules in 2 CFR Part 200.317 through Part 200.326. Therefore, pursuant to Section 13(d) of the Westchester County Procurement Policy, the ordinary County procurement rules apply to this procurement. Accordingly, the procurement of the proposed amendment 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 amendment agreement with the Family Services of Westchester, Inc. to provide the Covid-19 Pandemic Support Services Program for approximately 50 individuals and families in need for the extended term through June 30, 2021. A resolution is annexed hereto, which I recommend for your favorable consideration.

LGT/DI  
Attachment

## 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 amend an agreement with Family Services of Westchester, Inc. for the Covid-19 Pandemic Supportive Services Program to provide food and case management for approximately 50 individuals and families who are in isolation due to Covid-19, as amended, for the term May 25, 2020 through December 30, 2020 (the "Agreement"), in order to extend the term of the Agreement through June 30, 2021 and increase the amount of the Agreement by \$960,000 for a new total amount not to exceed 1,895,100.00, payable pursuant to an approved budget; and be it further;

**RESOLVED**, that all other terms of the Agreement shall remain in full force and effect; 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.

Original Agreement: \$191,000  
 First Amendment: 743,797  
 This Amendment: 960,000  
 TOTAL \$1,895,100

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
2021	101	22	8900	5998		\$960,000

Budget Funding Year(s) 2021 Start Date 12/31/20 End Date 06/30/21  
 (must match resolution)

Funding Source \_\_\_\_\_ Tax Dollars: \_\_\_\_\_  
 State Aid: \_\_\_\_\_  
\$960,000.00 Federal Aid: 100%  
 (must match resolution) Other: \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT 05/13/2021 - LISA MARIJAJ, SECRETARY