

DATE: April 16, 2010

TO: Honorable Members of the Board of Acquisition and Contract

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

RE: Authority to amend an agreement with Westchester Residential Opportunities, Inc. for housing assistance services to persons 60 years or older residing in Westchester County in order to exercise the County's first renewal option and thereby extend the term of the agreement for one additional year and increase the amount not-to-exceed authorized under the agreement.

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By resolution approved on May 21, 2009, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with Westchester Residential Opportunities, Inc. ("WRO"), pursuant to which WRO was to provide housing assistance services to persons 60 years or older residing in Westchester County that will address all aspects of their housing needs, for an amount not-to-exceed \$60,000, with the contractor contributing \$25,715 in matching funds, for the period commencing on April 1, 2009 and terminating March 31, 2010, and with the County having the sole option to renew the agreement for two additional one-year periods, subject to the further approval of your Honorable Board (the "Agreement").

The County now seeks authority to exercise the first renewal option under the Agreement and, as a result, (1) amend the term of the Agreement from April 1, 2009 through March 31, 2010 to April 1, 2009 through March 31, 2011, (2) increase the amount not-to-exceed authorized under the Agreement by an additional \$60,000 for services to be rendered during the renewal period from April 1, 2010 through March 31, 2011, for a new total contract amount not-to-exceed of \$120,000, and (3) reflect the County's one remaining option for a one-year renewal under the Agreement (the "Amended Agreement"). WRO will contribute additional matching funds, in the amount of \$25,715, during the renewal period.

The proposed Amended Agreement will serve a public purpose by continuing to provide supportive services to help maintain Westchester County seniors in the community and avoid premature institutionalization. These funds provide the support that enables seniors to have housing services that will help them remain in the community and out of more expensive and less desirable nursing home environments.

The goals and objectives of the proposed Amended Agreement are to preserve affordable and appropriate housing for persons 60 years or older residing in Westchester County through housing assistance services, including information/assistance services, reverse mortgage services, and shared housing services.

The goals and objectives of the proposed Amended Agreement are in the best interests of Westchester County in terms of fiscal responsibility because it effectively allows seniors to remain at home, thus preventing costly institutionalization.

The goals and objectives of the proposed Amended Agreement will be tracked and monitored on an on going basis through monthly reports and site visits by Department of Senior Programs and Services staff members.

During the previous program year, WRO provided 2,027 housing information contacts to 382 seniors. They also provided 223 seniors with information about the reverse equity mortgage loan program. WRO was also instrumental in assisting 90 seniors with shared housing.

If this resolution were not approved, the County would not continue receiving from WRO, the housing assistance services it has provided for persons 60 years or older, residing in Westchester County. As a result, such persons would face serious difficulties in remaining in their own homes and be less able to delay institutionalization. Consequently, some number of those elderly residents would be forced into costly institutionalization.

Accordingly, approval of the attached resolution is most respectfully recommended.

MC/MJ/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 4-29-2010 - JOMARY VIEIRA, 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") is hereby authorized to amend an agreement with Westchester Residential Opportunities, Inc. ("WRO"), pursuant to which WRO was to provide housing assistance services to persons 60 years or older, residing in Westchester County, that will address all aspects of their housing needs, for an amount not-to-exceed \$60,000, with the contractor contributing \$25,715 in matching funds, for the period commencing on April 1, 2009 and terminating March 31, 2010, and with the County having the sole option to renew the Agreement for two additional one-year periods, subject to the further approval of your Honorable Board (the "Agreement"), in order to exercise the first of the County's two one-year renewal options under the Agreement, and, therefore, (1) amend the term of the Agreement from April 1, 2009 through March 31, 2010 to April 1, 2009 through March 31, 2011, (2) increase the amount not-to-exceed authorized under the Agreement by an additional \$60,000 for services to be rendered during the renewal period from April 1, 2010 through March 31, 2011, for a new total contract amount not-to-exceed of \$120,000; and (3) reflect the County's one remaining option for a one-year renewal under the Agreement (the "Amended Agreement"); and be it further

**RESOLVED**, that except as specifically amended hereby, all remaining terms and conditions of the Agreement shall remain the same; and be it further

**RESOLVED**, that this Amended Agreement is subject to County appropriations; and be it further

**RESOLVED**, that this Amended Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Amended Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the 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 impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Amended 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 this Amended Agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Original Agreement \$ 60,000  
 This Amendment \$ 60,000  
 TOTAL \$120,000

Account to be  
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	85	047K	4380	T-047	\$60,000

Budget Funding Year(s) \_\_\_\_\_ Start Date 4/1/10 End Date 3/31/11  
 (must match resolution)

Funding Source \_\_\_\_\_ Tax Dollars \_\_\_\_\_  
\$60,000 State Aid \$60,000  
 (must match resolution) Federal Aid \_\_\_\_\_  
 Other \_\_\_\_\_

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