

93346

DATE: May 17, 2022

TO: Board of Acquisition and Contract

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

RE: Request for authority for the County of Westchester to amend an agreement with Westchester Jewish Community Services, Inc. in order to exercise the first of the County's four (4) additional one-year periods to extend the term of the agreement to provide PC1 (Not Consumer Directed) Escort Services as Respite for Caregivers to appointments & community activities to elderly persons 60 years or older residing in the County under Title III-E of the Older Americans Act for an amount not to exceed \$116,210 in federal funds, for the period commencing retroactive to January 1, 2022 and continuing through December 31, 2022.

By resolution approved on February 3, 2022 (the "February 3rd Resolution"), your Honorable authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs & Services (the "Department") to enter into an agreement (the "Agreement") with Westchester Jewish Community Services, Inc. (the "Contractor" or "WJCS") to provide PC1 (Not Consumer Directed) Escort Services as Respite for Caregivers to appointments & community activities to elderly persons 60 years or older residing in the County as defined by Title III, Part E, Section 373 (a)(4 &5), Section 102(47) of the Older Americans Act ("OAA") (the "Program"), for a term commencing retroactive to October 18, 2021 and continuing through December 31, 2021 (the "Initial Term"). Federal funding for the Initial Term of the Program was in an amount not to exceed \$74,991, payable based on the agreed-upon unit cost for actual services provided and data entered in the New York State Office for the Aging's ("NYSOFA's") Peer Place System with the Contractor required to contribute an amount not to exceed \$3,947 in Contractor matching funds to the Program for the Initial Term. The Agreement was executed.

The February 3rd Resolution also authorized that the County, in its sole discretion, could extend the term of the Agreement for up to four (4) additional one (1) year periods (each an "Extension Term"), on the same terms and conditions, as the Initial Term, subject to the availability of funds, acceptable past performance, the County obtaining all necessary legal approvals and the County's determination that an extension is in its best interest, subject to the prior approval of your Honorable Board. Furthermore, the February 3rd Resolution also stipulated that funding for the Program might vary from year to year; therefore, the County reserves the right to adjust the not-to-exceed amount of each Extension Term

The County has determined that it requires the Program services for the 2022 program year, and that WJCS has satisfactorily provided the services in 2021.

Therefore, the County now seeks the authority of your Honorable Board to amend the Agreement with the WJCS in order to exercise the first of its four (4) additional one-year periods to extend the term for the period commencing retroactive to January 1, 2022 and continuing through on December 31, 2022 (the "First Extension Term"). Federal funding for the First

Extension Term will be in an amount not-to-exceed \$116,210 with WJCS required to contribute \$6,116 in Contractor matching funds to the Program.

The proposed Agreement with the WJCS is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof. However, it is subject to the Federal Common grant rules that mandate a price analysis be conducted before the County can exercise an option to extend the Agreement. Therefore, the Department solicited price proposals from qualified agencies to determine if it could find providers to better provide the Program services at a more cost-effective rate. After a careful review of the prices proposals, the Department determined that the Contractor has the only program of its type to provide unique respite services to caregivers in Westchester County A comparison of all of the programs reviewed shows that the Contractor provides comprehensive Escort Services as Respite for Caregivers as a type of "respite care", intended to "enable caregivers to be temporarily relieved from their caregiving responsibilities." This temporary relief provides substitute support for an older individual to allow for a brief period of relief or rest for their caregiver. At the same time the respite is provided to the caregiver, the older individual is provided direct, supplemental services, which are intended to be flexible enhancements to caregiver support programs. Therefore, "respite care" meets the needs of both the caregiver and the care receiver. Therefore, we believe that it would be in the best interest of the County for your Honorable Board to extend the Agreement with the Contractor for the aforementioned reasons.

Except as specifically to be amended as described herein, all other terms and conditions set forth in the Agreement would remain in full force and effect

The Contractor provided 3,903 units of service to 181 duplicated clients in 2021. The service is free to participants and is offered county-wide.

I respectfully recommend the adoption of the attached Resolution.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACTS - 05/26/2022 - PUBLIC DOCUMENT - SECURITY

RESOLUTION

UPON 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 an agreement (the "Agreement") with Westchester Jewish Community Services, Inc. (the "Contractor" or "WJCS") in order to exercise the first (1st) of the County's four (4) additional one-year periods (each an "Extension Term") authorized thereunder to extend the term for the period commencing retroactive to January 1, 2022 and continuing through December 31, 2022 (the "First Extension Term") to provide PC1 (Not Consumer Directed) Escort Services as Respite for Caregivers to appointments & community activities to elderly persons 60 years or older residing in the County as defined by Title III, Part E, Section 373 (a)(4 &5), Section 102(47) of the Older Americans Act ("OAA") (the "Program"). Federal funding for the First Extension Term will be in an amount not to exceed \$116,210, payable based on the agreed-upon unit cost for actual services provided and data entered in New York State Office for the Aging's ("NYSOFA's") Peer Place System (the "First Amendment"); and be it further

RESOLVED, that the Contractor's match to the Program will be in an amount not to exceed \$6,116; 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.

APPROVED BOARD OF ACQUISITION CONTRACT 05/20/2022 APPROVED SECRETARY

Agreement: \$74,991
 First Amendment: \$116,210
 Total: \$191,201

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	448X	4380	T448	\$116,210
Budget Funding Year(s)	<u>2022</u>		Start Date	<u>1/1/2022</u>	End Date	<u>12/31/2022</u>
(must match resolution)						
Funding Source	Tax Dollars		\$0.00	_____		
	State Aid		\$0.00	_____		
<u>\$116,210</u>	Federal Aid		<u>\$116,210</u>	_____		
(must match resolution)						

APPROVED BOARD OF ACQUISITION CONTRACT - 05/26/2022 - RAYMOND SCULLY, SECRETARY