

17798

DATE: March 16, 2011
TO: Board of Acquisition & Contract
FROM: Mae Carpenter, Commissioner
Department of Senior Programs and Services
RE: Authority To:

- a) Enter into an Agreement with the New York State Executive Department Office for the Aging to accept a grant in the sum of \$2,033,444 to provide nutrition programs for the elderly under Titles IIIC-1, IIIC-2, and the Nutritional Services Incentive Program of the Older Americans Act for the program period January 1, 2011 through December 31, 2011; and
- b) Enter into Agreements with the seventeen (17) subcontractors set forth in the attached schedule, to operate nutrition programs for the elderly under Titles IIIC-1, IIIC-2, and the Nutritional Services Incentive Program of the Older Americans Act for an aggregate amount not to exceed \$1,473,120, for the program period January 1, 2011 through December 31, 2011

The County of Westchester, acting by and through the Department of Senior Programs and Services (the "Department"), seeks authority from your Honorable Board to enter into an Agreement with the New York State Executive Department Office for the Aging ("NYSEDOFA") to accept a grant in the sum of \$2,033,444 to provide various nutrition programs for seniors under Titles IIIC-1, IIIC-2 and the Nutritional Services Incentive Program ("NSIP") of the Older Americans Act, for the program period January 1, 2011 through December 31, 2011.

In addition, authority is also sought to enter into inter-municipal and interagency agreements with the seventeen (17) subcontractors set forth in the attached schedule, for the purpose of administering the aforementioned nutrition programs for the elderly in a total aggregate amount not-to-exceed \$1,473,120 in the individual amounts set forth in the attached schedule. These agreements will commence on January 1, 2011 and continue through December 31, 2011. It should be noted that the remaining \$560,324 in federal funds will be used directly by the Department to provide nutrition education and counseling, service management and area agency administration.

With regard to the distribution of NSIP funding, the agreements with the subcontractors will provide that the Department will be authorized to distribute such funding 1) contingent upon its receiving further State approval; and 2) by providing the subcontractors with written confirmation that the State has authorized the distribution of such funds, without the need for the subcontractor to execute a supplemental agreement.

This Agreement will serve a public purpose by providing needed nutrition programs to elderly residents of the County, thus preventing malnutrition and improving their overall health.

The goals and objectives of the nutrition programs under Titles IIIC-1, IIIC-2 and NSIP of the Older Americans Act are to service seniors who are 60 years of age or older looking to satisfy the basic need for food, nutrition and socialization. The home delivered meals program specifically aims to maintain or improve the well being of those seniors who are at increased nutritional risk. During the IIIC-1 2010 contract period, for example, 175,711 meals were provided to 4,050 congregate seniors. During the IIIC-2 2010 contract period, 97,509 meals were budgeted and provided to 1,222 homebound seniors.

The goals and objectives are in the best interests of the County in terms of public health by providing needed nutrition programs to elderly residents of the County who are most vulnerable to suffering from malnutrition.

The goals and objectives will be tracked, monitored and evaluated by the Department's Nutrition, Health and Wellness Unit, to ensure compliance with Federal, State and County Regulations. On-site monitoring, subcontractor monthly report reviews and contract meal performance management will be completed by assigned nutrition staff. On-site reviews will be conducted bi-annually by nutrition staff and annually by the State Office for the Aging.

The Westchester County Board of Legislators, by Act No. 10 of 2011, authorized the County to enter into inter-municipal agreements with municipalities in Westchester County to provide nutrition assistance to the elderly.

The Grant Agreement and inter-municipal agreements described above are exempt under Section 3(a) Subsection iii of the Westchester County Procurement Policy. The agreements with the agencies are exempt pursuant to Section 3(a) Subsection xix of the Policy.

Accordingly, I most respectfully recommend adoption of the attached proposed resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
DATE: 12-31-2011
PRIMARY VENDOR SECRETARY

RESOLUTION

Upon communication from the Commissioner of the Department of Senior Programs and Services, be it hereby:

RESOLVED, that the County of Westchester is hereby authorized to enter into an agreement with New York State Executive Department Office for the Aging to accept a grant in the sum of \$2,033,444 to provide various nutrition programs for the elderly pursuant to Titles IIIC-1, IIIC-2, and the Nutritional Services Incentive Program ("NSIP") of the Older Americans Act for the program period January 1, 2011 through December 31, 2011; and be it further

RESOLVED, that the County of Westchester is hereby authorized to enter into inter-municipal and interagency agreements with the seventeen (17) subcontractors listed in the attached schedule to operate nutrition programs for the elderly under Titles IIIC-1, IIIC-2, and NSIP of the Older Americans Act in the individual amounts set forth in the attached schedule, for a total aggregate amount not-to-exceed \$1,473,120 for the program period January 1, 2011 through December 31, 2011; and be it further

RESOLVED, that with regard to the distribution of NSIP funding, the agreements with the subcontractors shall provide that the Department will be authorized to distribute such funding 1) contingent upon its receiving State approval; and 2) by providing the subcontractors with written confirmation that the State has authorized the distribution of such funds, without the need for the subcontractor to execute a supplemental agreement; and be it further

RESOLVED, that the Agreements with the seventeen (17) subcontractors are subject to County Appropriations; 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 ADMINISTRATION
PRIMARY VENDOR SECRETARY

RESOLUTION

| <u>MUNICIPALITY</u> | NOT TO EXCEED FEDERAL FUNDS | | NOT TO EXCEED FEDERAL FUNDS | | SUBCONTRACTOR MATCH | | GROSS | |
|--|--------------------------------|--------------------|--------------------------------|--------------------|------------------------|-----------------|--------------------|------------------|
| | <u>IIIC-1</u> | <u>IIIC-1 NSIP</u> | <u>IIIC-2</u> | <u>IIIC-2 NSIP</u> | <u>IIIC-1</u> | <u>IIIC-2</u> | <u>IIIC-1</u> | <u>IIIC-2</u> |
| Cortlandt | \$12,921 | \$8,076 | \$17,433 | \$12,679 | \$4,779 | \$6,448 | \$25,776 | \$36,560 |
| Eastchester | \$52,392 | \$32,745 | \$9,544 | \$6,941 | \$19,378 | \$3,530 | \$104,515 | \$20,015 |
| Greenburgh | \$69,694 | \$21,745 | \$21,110 | \$15,353 | \$25,777 | \$7,808 | \$117,216 | \$44,271 |
| Mamaroneck | \$33,954 | \$21,221 | \$12,269 | \$8,923 | \$12,558 | \$4,538 | \$67,733 | \$25,730 |
| Mount Kisco | \$25,428 | \$15,892 | \$14,971 | \$10,888 | \$9,405 | \$5,537 | \$50,725 | \$31,396 |
| Mount Pleasant | \$16,667 | \$10,417 | \$10,870 | \$7,905 | \$6,165 | \$4,020 | \$33,249 | \$22,795 |
| Mount Vernon | \$46,067 | \$28,792 | \$28,813 | \$20,955 | \$17,038 | \$10,657 | \$91,897 | \$60,425 |
| New Rochelle | \$61,824 | \$38,640 | \$14,386 | \$10,463 | \$22,866 | \$5,321 | \$123,330 | \$30,170 |
| Ossining | \$25,615 | \$16,009 | \$26,177 | \$19,078 | \$9,474 | \$9,682 | \$51,098 | \$54,937 |
| Peekskill | \$22,277 | \$13,923 | \$15,201 | \$11,055 | \$8,239 | \$5,622 | \$44,439 | \$31,878 |
| Port Chester | \$42,346 | \$26,466 | \$6,616 | \$4,812 | \$15,662 | \$2,447 | \$84,474 | \$13,875 |
| Somers | \$15,351 | \$9,594 | \$0 | \$0 | \$5,678 | \$0 | \$30,623 | \$0 |
| White Plains | \$34,650 | \$21,656 | \$0 | \$0 | \$12,816 | \$0 | \$69,122 | \$0 |
| Yonkers | \$122,438 | \$38,202 | \$52,223 | \$37,980 | \$45,285 | \$19,315 | \$205,925 | \$109,518 |
| Yorktown | \$29,818 | \$18,636 | \$27,277 | \$19,838 | \$11,029 | \$10,089 | \$59,483 | \$57,204 |
| <u>Not for Profit Organizations:</u> | | | | | | | | |
| Westchester Jewish Community Services | \$11,168 | \$6,980 | \$11,261 | \$8,190 | \$4,131 | \$4,165 | \$22,279 | \$23,616 |
| YWCA Yonkers | <u>\$35,880</u> | <u>\$22,425</u> | <u>\$0</u> | <u>\$0</u> | <u>\$13,271</u> | <u>\$0</u> | <u>\$71,576</u> | <u>\$0</u> |
| TOTAL | \$658,490 | \$351,419 | \$268,151 | \$195,060 | \$243,551 | \$99,179 | \$1,253,460 | \$562,390 |

APPROVED BOARD OF ACQUISITION & CONTRACTS - 31-2011 - OMBR VEIRI SECRETARY

| Account to be: | Fund | Dept | Major Program, Program & Phase, Unit | Object/Sub Object | Trust Account | Dollars |
|----------------|------|------|--------------------------------------|-------------------|---------------|-------------|
| Credited | 263 | 85 | 941 L | 9853 | T 941 | \$1,045,577 |
| Credited | 263 | 85 | 942L | 9853 | T 942 | \$ 441,388 |
| Credited | 263 | 85 | 939 K | 9853 | T 939 | \$ 351,419 |
| Credited | 263 | 85 | 939 K | 9853 | T 939 | \$ 195,060 |
| Charged | 263 | 85 | 941 L | 4380 | T 941 | \$ 658,490 |
| Charged | 263 | 85 | 942 L | 4380 | T 942 | \$ 268,151 |
| Charged | 263 | 85 | 939 K | 4380 | T 939 | \$ 351,419 |
| Charged | 263 | 85 | 939 K | 4380 | T 939 | \$ 195,060 |
| Charged | 263 | 85 | 941 L + 942 L | VARIOUS | T941&T942 | \$ 560,324 |

Budget Funding Year(s): Unit 941L & 942L 2011 Start Date 1/1/11 End Date 12/31/11

(must match resolution)

Unit 939 K 2010-2011 Start Date 10/1/10 End Date 9/30/11

Funding Source

Tax Dollars \$ 0

State Aid \$ 0

\$ 2,033,444 Federal Aid \$ 2,033,444

(must match resolution)

Other \$ 0

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION - JOMARIE PERA, SECRETARY