

Robert P. Astorino  
County Executive

Department of Social Services

Kevin McGuire  
Commissioner

**24150**

**DATE:** January 3, 2012

**TO:** Board of Acquisition and Contract

**FROM:** Kevin McGuire  
Commissioner, Department of Social Services

**SUBJECT:** Resolution authorizing the County of Westchester to enter into an agreement with The Food Bank for Westchester, Inc. ("Food Bank") to assist non-profit food distribution centers for the period January 1, 2012 through December 31, 2012, in an amount not to exceed \$72,563 to be paid in accordance with the approved program budget and subject to appropriations

Transmitted herewith is a resolution requesting authority for the County of Westchester to enter into an agreement with The Food Bank for Westchester, Inc. ("Food Bank") to assist non-profit food distribution centers for the period January 1, 2012 through December 31, 2012, in an amount not to exceed \$72,563 to be paid in accordance with approved program budgets and subject to appropriations. There has been no increase in the amount requested from that of last year.

**The public purpose** of the proposed agreement is to assist The Food Bank in the distribution of food to member agencies (food pantries, soup kitchens, etc.) which in turn distribute the food to needy individuals and families in the community.

**The goal and objective** of the Bulk Buying portion of the program called the Westchester Emergency Food Distribution Program funded by Westchester County Department of Social Services, is to purchase and distribute 105,000 pounds of food to help feed hungry Westchester residents. The poundage supplied by the county will translate into 84,000 meals (one meal equals 1.25 pounds of food), or one week's worth of meals for 4,000 individuals.

**The goals and objectives are in the best interests** of the County in terms of public health because this program seeks to aid those groups providing needed food supplies to those residents

most vulnerable, the ill, the aged and the young. By providing healthy food to the needy, the Department assists in promoting healthy consumption.

**The goals and objectives are in the best interests of the County in terms of fiscal responsibility** as the need for food has increased dramatically due to the recent economic turn down. People who are receiving assistance, including Food Stamps, are short of food by month's end. Some people who have become poor due to recent economic conditions may not even qualify for any assistance, or may require supplemental food even with the provision of Food Stamps. The service that the Food Bank provides is aligned with the goals of the Department, which is to assist families and individuals with their basic needs until they can become self sufficient. Additionally, this contract will satisfy the needs of individuals who are hungry and homeless and who do not want to make an application for Public Assistance or Food Stamp benefits.

**The goals and objectives of this contract will be tracked and monitored** through performance measurement indicators approved by the County Budget Office. They include, but are not limited to, submission of monthly statistics and quarterly reports.

**The results of the previous performance measurement indicators** are that The Food Bank for Westchester acquired and distributed 7,117,737 pounds of food and nonfood; acquired and distributed 1,810,568 pounds of fresh produce; acquired and distributed over 15,000 pounds of venison; provided food assistance to 1,960,896 persons (duplicated) through 218 active member agencies and 9 Alternative Distribution Sites; 111 Food Safety and Nutrition education presentations to needy clients, and 100 Food Demonstrations and Tastings at distribution sites. The Food Bank for Westchester provided the following technical assistance to member agencies: 305 Presentations on Food Safety and Nutrition; 78 site visits; 40 Pantry Bag Analysis; 36 Shelter/SK meal analysis; 6 Food Handler Classes resulting in 68 people becoming certified, and 3 short Serve Safe classes resulting in 49 people becoming certified. Westchester County funds acquire 3% of all the food purchased through the Food Bank.

This agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) (xiv).

Accordingly, authority is requested for the County of Westchester to enter into an agreement with The Food Bank for Westchester, Inc. to operate the above said program.

## RESOLUTION

Upon a communication from the Commissioner of Social Services, be it hereby

**RESOLVED**, that the County of Westchester is hereby authorized to enter into an agreement with The Food Bank for Westchester, Inc. to assist non-profit food distribution centers in collecting, storing and distributing food and providing technical assistance to all qualified non-profit anti-hunger programs that distribute this food free of charge to the ill, needy and infants in their immediate community in Westchester County for the period January 1, 2012 through December 31, 2012 for an amount not to exceed \$72,563 to be paid in accordance with approved program budgets; and be it further

**RESOLVED**, that the agreement is subject to County Appropriations; and be it further

**RESOLVED**, that the agreement is also subject to further financial analysis of impact of the New York State Budget (the "State Budget") proposed and adopted during the term of this 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 adoptions(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 the agreement or to renegotiate the amount and rate approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate the agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is hereby authorized to execute any and all documents and to take such other actions necessary to effectuate the purposes hereof.

Account to be  
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
2012	101	22	8900	5960		\$72,563

Budget Funding Year(s): 2012  
(must match resolution)

Start Date: 1/1/2012 End Date: 12/31/2012

Funding Source

Tax Dollars: 100%

State Aid: \_\_\_\_\_

**\$72,563**

Federal Aid: \_\_\_\_\_

(must match resolution)

Other: \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/23/2012 - JOMARY GUERRA, SECRETARY