

26506

DATE: April 25, 2012

TO: Honorable Members of the Board of Acquisition and Contract

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

RE: Authority to enter into an Agreement with Westchester Residential Opportunities, Inc. for the purpose of providing housing assistance services to persons 60 years or older, residing in Westchester County, that will address all aspects of their housing needs for the period commencing April 1, 2012 and terminating March 31, 2013, in an amount not-to-exceed \$85,714

On November 22, 2011 the Westchester County Department of Senior Programs and Services (the "Department") issued a Request for Proposals for the provision of "Senior Housing Services" (the "RFP"). In advance of issuing the RFP, and upon three weeks prior legal notice published in the newspaper, the Department held a public meeting to announce the various services for which it would be issuing requests for proposals in 2012. The Department also sent out 1500 notices to aging service providers to invite them to attend the meeting. Despite these efforts, one proposal was received by the Department. The Department evaluated the proposal of Westchester Residential Opportunities, Inc. ("WRO") based on the evaluation criteria contained in the RFP, which included technical and financial criteria, including but not limited to, qualifications and experience, technical knowledge, implementation methodology, soundness of the proposed program, and program design. Based on this evaluation, the Department determined that the proposal from WRO maximizes services within the budgeted amount and is thereby cost effective and advantageous to the County. In addition, WRO has a successful track-record in providing these services to Westchester County seniors in prior years.

It is therefore recommended that your Honorable Board authorize the County to enter into an agreement with Westchester Residential Opportunities, Inc. ("WRO") to provide housing information and assistance services, a shared housing program and reverse equity mortgage counseling to Westchester residents aged 60 and above, in an amount not to exceed \$85,714.00 (the "Agreement"), payable pursuant to an approved budget, comprised of \$60,000 in State funds and \$25,714.00 in WRO matching funds for the period April 1, 2012 through March 31, 2013 with the County having the sole option to renew the Agreement for two additional one -year periods, subject to the prior approval of your Honorable Board.

The proposed Agreement will serve a public purpose by providing 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 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. These services 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 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.

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

MC/DI

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/27/2012 - JIMMY ALPRA, 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 is hereby authorized to enter into an agreement with Westchester Residential Opportunities, Inc. ("WRO") to provide housing information and assistance services, a shared housing program, and reverse equity mortgage counseling to Westchester residents aged 60 and above, in an amount not to exceed \$85,714.00 (the "Agreement") for the term April 1, 2012 through March 31, 2013 (the "Agreement"), to be paid pursuant to an approved budget, with an option on the part of the County to extend the Agreement for two additional one-year terms at a price to be negotiated; and be it further

RESOLVED, that these Agreements are also subject to further financial analysis of the impact of any New York State Budget ("State Budget") proposed and adopted during the term of these Agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State budget and/or 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 impact of any such budget(s) on County finances. After such analysis, the County shall retain the right to either terminate these Agreements, or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractors then the Contractors shall have the right to terminate the agreement upon reasonable prior written notice; 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.

This Agreement \$ 85,714
TOTAL \$ 85,714

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	85	047M	4380	T047	\$60,000
n/a	n/a	n/a	n/a	n/a	\$25,714

Budget Funding Year(s) 2012 - 2013 Start Date 4/1/12 End Date 3/31/13
(must match resolution)

Funding Source Tax Dollars _____
\$85,714 State Aid \$60,000
(must match resolution) Federal Aid _____
Other \$25,714 Westchester Res. Opp. Matching funds

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/24/2012 - JOMAR VERA SECRETARY