

26511

Date: April 25, 2012

To: Honorable Board of Acquisition and Contract

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

RE: Authority to enter into an Agreement with the Westchester Community Opportunity Program, Inc. to operate a Minor Home Repair Program that will be provided by the County under the WRAP Program in a total amount not to exceed \$50,285.00 for the program period April 1, 2011 through March 31, 2013

The County of Westchester, acting by and through the Westchester County Department of Senior Programs and Services (the "Department"), is requesting authorization to enter into an agreement with the Westchester Community Opportunity Program, Inc. ("WestCOP") to conduct a Minor Home Repair Program for seniors under the Weatherization Referral and Packaging Program ("WRAP") in a total amount not to exceed \$50,285.00 for the program period April 1, 2011 through March 31, 2013 (the "Agreement"). Westchester Community Opportunity Program, Inc. ("WestCOP") is the only agency in Westchester County that is designated by The Housing of Community Renewal (HCR) to perform Weatherization services to eligible senior citizens in Westchester County.

The Agreement will serve a public purpose by providing free weatherization services to eligible Westchester seniors who are in need of such services. Services provided and resources tapped through the WRAP Program enhance the safety, affordability, and energy efficiency of housing for low income, vulnerable, older persons by making them aware of the availability of such services. These free services enable many of our clients to remain in their homes by providing energy conserving measures that will lower the cost of their high utility bills, particularly during cold, winter months. Moreover, WRAP provides a valuable link between people and energy-related services, while targeting the neediest. WestCOP will be required to solicit bids for services needed in the eligible senior's home from various licensed contractors that perform these services.

The goals and objectives of the WRAP Program are to provide what is called 'energy packaging' which brings together many different but complementary repair services to help the senior homeowner resolve energy problems, reduce energy consumption and avoid crises that might end in the senior losing the ability to remain in their home. The goals and objectives are in the best interest of the County because the services provided under WRAP can prevent a senior

from becoming homeless by providing the senior with important home improvements at no cost. This will free up other funds so that the senior can pay their taxes and remain active in the community. It is also helpful for the environment because any energy savings measures are good for the environment.

The services will be tracked, monitored and evaluated through our program and through the NYSOFA. Any funds that are to be spent are reviewed on a case-by-case basis through special permission forms for the type of work that will be permitted, and then signed by the proper designee's in the NYSOFA office. Quarterly reporting activities and annual on-site reviews will be conducted to determine if the contract performance goals and objectives are being met in a fiscally responsible and appropriately safe fashion, as well as regular email, and phone referrals to the subcontractor. NYSOFA shall provide annual monitoring and evaluation services to ensure the Department is meeting its requirements to conduct proper oversight.

The Agreement with WestCOP is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)xix thereof, which exempts contracts to provide direct services to senior citizens.

For the reasons set forth above, I most respectfully recommend adoption of the attached Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/24/2019 - JUMP/VERMA, SECRETARY

RESOLUTION

Upon communication from the Commissioner of the Westchester County Department of Senior Programs and Services, it is hereby:

RESOLVED, that the County of Westchester is hereby authorized to enter into an Agreement with the Westchester Community Opportunity Program, Inc. to conduct a Minor Home Repair Program for seniors under the Weatherization Referral and Packaging Program (“WRAP”) in a total amount not to exceed \$50,285.00 for the program period April 1, 2011 through March 31, 2013 and WestCOP will be required to solicit bids for services needed in the eligible senior’s home from various licensed contractors that perform these services; 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.

Account to be Charged/credited	Fund	Department	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
Charged	263	85	934L	4380	T934	\$50,285.00

Budget Funding Years: 2011-2013 Start Date 04/01/11 End Date 3/31/13
 (must match resolution)

Funding Source	Tax Dollars _____
\$ <u>\$50,285.00</u>	State Aid _____
(must match resolution)	Federal Aid <u>\$50,285.00</u>
	Other _____