

39191

**DATE:** March 21, 2014

**TO:** Board of Acquisition and Contract

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

**RE:** Authority to enter into an agreement with the Volunteer Service Bureau of Westchester, Inc. d/b/a The Volunteer Center of United Way to provide various support services for the elderly for an amount not to exceed \$68,069 in County funds, payable pursuant to agreed upon unit costs for the program period commencing January 1, 2014 and terminating December 31, 2014.

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The County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), seeks the approval of your Honorable Board to enter into an agreement (the "Agreement") with the Volunteer Service Bureau of Westchester, Inc. d/b/a The Volunteer Center of United Way (the "Contractor") pursuant to which the Contractor will provide various support services to Westchester County seniors (the "Programs") for an amount not to exceed \$68,069 in County funds, payable pursuant to agreed upon unit costs, for the program period commencing January 1, 2014 and terminating December 31, 2014. The County, at its sole option, may renew the Agreement with the Contractor for up to five (5) 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. Services to be provided are Supportive Services Transportation and Volunteer Recruitment and Recognition.

The goals and objectives of the Programs are to supplement current transportation costs for low-income elderly Westchester residents, thus ensuring their freedom of mobility throughout the County. In addition, the goals and objectives of the Program include the recruitment of seniors over the age of 60 for volunteer work opportunities and assistance with placement at an appropriate work site in order to keep them active and make their communities more viable. This service will enable older persons to increase their socialization and quality of life. Establishing a volunteer recruitment

program that matches the needs of organizations with eligible volunteers will help reach that goal. Volunteer recognition will help to encourage senior participation in volunteer efforts by publically acknowledging the value of their work that enhances the quality of their life.

The goals and objectives of the proposed Agreement are in the County's best interests in terms of fiscal responsibility as the services will allow seniors to remain engaged and active in their community among family and friends, thus decreasing incidents of isolation and premature institutionalization, thereby reducing Medicaid costs for the County.

The goals and objectives shall be tracked and monitored through monthly reporting activities submitted by the Contractors and by the Department through onsite reviews to determine if the contract performance goals and objectives are being met in a fiscally responsible and appropriate fashion.

The proposed Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof,

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ/

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION  
JULY 22, 2014 - JOYANT NEIRA, 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 (the "County") is hereby authorized to enter into an agreement (the "Agreement") with the Volunteer Service Bureau of Westchester, Inc. d/b/a The Volunteer Center of United Way (the "Contractor"), pursuant to which the Contractor will provide various support services for the elderly (the "Programs") for an amount not to exceed \$68,069 in County funds, payable pursuant to agreed upon unit costs, for the program period commencing January 1, 2014 and terminating December 31, 2014; and be it further

**RESOLVED,** that the County, at its sole option, may renew the Agreement with the Contractor for up to five (5) additional one-year periods, subject to the prior approval of the Westchester Board of Acquisition and Contract; 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 the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of the 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 adoption(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 rates 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 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	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686P	4380	T686	\$68,069
Budget Funding Year(s) (must match resolution)	2014		Start Date	1/1/14	End Date	12/31/14
Funding Source	Tax Dollars		\$68,069			
	State		\$0			
\$68,069 (must match resolution)	Federal Aid		\$0			
	Other		\$0			

APPROVED BOARD OF ACQUISITION & CONTRACTS 04/24/2014 - JOMARY VIEIRA, SECRETARY