

44387

DATE: January 26, 2015

TO: Board of Acquisition & Contract

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

RE: Request for authority for the County of Westchester to amend its agreement with Family Services of Westchester, Inc. for the provision of Cluster Homemaker/Personal Care services for the elderly under Title IIIB of the Older Americans Act in order to exercise its second of five (5) options to renew the agreement, for the period commencing January 1, 2015 and terminating December 31, 2015, in an amount not to exceed \$45,664.

By resolution approved on May 30, 2013 (the "May 30th Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through the Department of Senior Programs and Services (the "Department"), to enter into an agreement (the "Agreement") with Family Services of Westchester, Inc. (the "Contractor") for the purpose of providing Cluster Homemaker/Personal Care services (the "Program") for the elderly under Title IIIB of the Older Americans Act in an amount not to exceed \$50,738, comprised of \$45,664 in Federal funds and \$5,074 in Contractor matching funds, for the period commencing January 1, 2013 and terminating December 31, 2013 with the County having the sole option to renew the Agreement for up to five (5) additional one (1) year periods, on the same terms and conditions, subject to the prior approval of your Honorable Board. The Agreement was subsequently executed.

Thereafter, by resolution approved on June 19, 2014 (the "June 19th Resolution") your Honorable Board authorized the County to amend the Agreement in order to exercise the first of its five (5) options to renew the Agreement with the Contractor for the purpose of providing the Program services, for an amount not to exceed \$50,738, comprised of \$45,664 in Federal funds and \$5,074 in Contractor matching funds, for the period commencing January 1, 2014 and terminating December 31, 2014.

The County now seeks authority to exercise the second of its five (5) options to renew the Agreement with the Contractor to provide the Program Services for an amount not to exceed \$45,664 in Federal funds, for the period commencing January 1, 2015 and terminating December 31, 2015. The Contractor is required to contribute an amount not to exceed \$5,074 in matching funds to the Program.

The proposed amended Agreement is subject to the Federal Common Grant Rules, under which a market analysis must be conducted before a renewal option may be exercised. As a result, the Department solicited price proposals for the Program services to determine if there were other potential Contractors that could provide the Program services at a more cost-effective price. The Department received price

proposals from the following six (6) agencies: Able Health Care Services, Inc, Any-Time Home Care, Inc, Barksdale Home Care Services, Corp, Family Service Society of Yonkers, New vision Home Care Services, LLC, and WJCS Home Health Services, Inc. The price proposals review found the Contractor's rate to be in the lower end range of the recently received price proposals. Therefore, upon analysis, it has been determined that it is in the Department's best interest to renew the agreement with the Contractor based on its cost effective rate as well as it having successfully provided the Program services over the past year.

Except as specifically to be amended as described herein, all other terms and conditions set forth in the Agreement would remain in full force and effect.

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

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACTS - 02/19/2015 - JIMMY W. VERBA, SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM MAE CARPENTER, 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 amend its agreement (the "Agreement") with Family Services of Westchester, Inc. (the "Contractor") for the provision of Cluster Homemaker/Personal Care services for the elderly under Title IIIB of the Older Americans Act (the "Program") in order to exercise its second of five (5) options to renew the Agreement, for the period commencing January 1, 2015 and terminating December 31, 2015, in an amount not to exceed \$45,664 in Federal funds; and be it further

RESOLVED, the Contractor is required to contribute an amount not to exceed \$5,074 in matching funds to the Program; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the Agreement shall remain in full force and effect.

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	686Q	4380	T-686	\$45,664

Budget Funding Years 2015
(must match resolution)

Start Date 1/1/15

End Date 12/31/15

Funding Source
\$45,664
(must match resolution)

Tax Dollars \$0
State Aid \$0
Federal Aid \$45,664
Other \$