

44389

DATE: January 26, 2015

TO: Board of Acquisition & Contract

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

RE: Authority for the County of Westchester to amend its agreement with J&R Tours LTD for group transportation services for senior citizens, in order to:

Exercise its third option under the agreement, and consequently:

- a.) extend the termination date of the agreement from December 31, 2014 to December 31, 2015, and
- b.) increase the not-to-exceed amount authorized for the agreement by \$51,124.00 in Federal funds, to pay for services during the extended term;

By a resolution approved on August 16, 2012, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with J&R Tours LTD ("J&R Tours"), pursuant to which J&R Tours was to provide group transportation services for senior citizens (the "Services"), for an amount not-to-exceed \$66,124.00, for a term commencing January 1, 2012 and continuing through December 31, 2012, with the County having the option to extend the term for up to four (4) additional one (1) year periods utilizing the same pricing, terms, and conditions, except that the pricing would be subject to adjustment for each option year based on 100% of the percentage increase in the 'Consumer Price Index Public Transportation – U.S. City Average' (the "Original Agreement"). The Original Agreement was subsequently executed.

By a resolution approved on May 16, 2013, your Honorable Board authorized the County to amend the Original Agreement based upon the County exercising its first option under the Original Agreement, and consequently, 1) extend the termination date of the Original Agreement, from December 31, 2012 to December 31, 2013, and 2) increase the not-to-exceed amount authorized under the Original Agreement by \$41,124.00, for services to be provided during the extended term, to a new total not-to-exceed amount of \$107,248.00 (the "First Amendment"). The First Amendment was subsequently executed.

By a resolution approved on April 24, 2014, your Honorable Board authorized the County to further amend the Original Agreement based upon the County exercising its second option under the Original Agreement, and consequently, 1) extend the termination date of the Original Agreement, from December 31, 2013 to December 31, 2014, and 2) increase the not-to-exceed amount authorized under the Original Agreement by \$41,124.00, for services to be provided during the extended term, to a new total not-to-exceed amount of \$148,372.00 (the "Second Amendment"). The Second Amendment was subsequently executed.

The County has determined that it requires the Services for the calendar year 2015. J&R Tours has satisfactorily provided the Services and, under the Original Agreement, as amended by the First Amendment and Second Amendment, (the "Agreement"). The County has two (2) remaining one (1) year options.

Therefore, the County, acting by and through its Department of Senior Programs and Services (the "Department"), and in accordance with the applicable Federal regulations, performed a price analysis of the County's option for 2015 under the Agreement. After soliciting and analyzing current price quotes from two (2) other vendors that could provide the Services, the Department concluded that it is most economically prudent to exercise the County's option under the Agreement in order to obtain the Services for 2015.

Accordingly, the County is seeking to exercise its third option under the Agreement and consequently extend the termination date of the Agreement from December 31, 2014 to December 31, 2015. Under the Agreement, the County pays for the Services at specified hourly rates. The Department has determined that, based upon the hourly rates for the Services under the option for 2015, the County will need to increase the not-to-exceed amount of the Agreement by \$51,124.00 in Federal funds for the Services for 2015, to a new total not-to-exceed amount of \$199,496.00. It should be noted that the Department arrived at the current not-to-exceed amount based on the number of group transportation hours projected to be used.

Accordingly, the County respectfully requests that your Honorable Board authorize the County to amend the Agreement (the "Third Amendment") by:

Exercising its third option under the Agreement, and consequently:

- a) extending the termination date of the Agreement from December 31, 2014 to December 31, 2015, and
- b) increasing the not-to-exceed amount authorized for the Agreement by \$51,124.00 in Federal funds, to pay for services during the extended term;

Except as specifically amended hereby, all terms and conditions of the Agreement shall remain in full force and effect.

The proposed Third Amendment will serve a public purpose by providing the County with the group transportation services for senior citizens that the County requires for 2015.

The goal and objective of the proposed Third Amendment is to provide the County with the group transportation services for senior citizens that the County requires for 2015.

The goal and objective of the proposed Third Amendment is in the best interest of the County in terms of health and the environment, as the group transportation services for senior citizens provides those senior citizens with access to programs, activities, and events that aid in preventing their premature physical and psychological deterioration.

The goals and objectives of the proposed Third Amendment will be tracked and monitored by the Department.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/19/2019 - JOMARY VIEIRA, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Senior Programs and Services, be it hereby:

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an agreement with J&R Tours LTD (the "J&R Tours"), pursuant to which J&R Tours was to provide group transportation services for senior citizens (the "Services"), for an amount not-to-exceed \$148,372.00, for a term commencing January 1, 2012 and continuing through December 31, 2014, with the County having the option to extend the term for up to two (2) additional one (1) year periods utilizing the same pricing, terms, and conditions, except that the pricing would be subject to adjustment for each option year based on 100% of the percentage increase in the 'Consumer Price Index Public Transportation – U.S. City Average' (the "Agreement"), by:

Exercising its third option under the Agreement, and consequently:

- a) extending the termination date of the Agreement from December 31, 2014 to December 31, 2015, and
- b) increasing the not-to-exceed amount authorized for the Agreement by \$51,124.00 in federal funds, to pay for services during the extended term; and be it further

RESOLVED, that except as specifically amended hereby, all terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby 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	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
263	85	686Q	4380	T686	\$51,124.00

Budget Funding Years: 2015 Start Date: 1/1/15 End Date: 12/31/15
(must match resolution)

Funding Source	Tax Dollars	_____
<u>\$51,124.00</u>	State Aid	_____
(must match resolution)	Federal Aid	<u>\$51,124.00</u>
	Other	_____