

**51164**

**DATE:** February 24, 2016

**TO:** Board of Acquisition & Contract

**FROM:** Mae Carpenter, Commissioner

Department of Senior Programs and Services

**RE:** Request for authority to:

- a) amend agreements with Richard L. Aronson, Inc. d/b/a A&A Staffing Health Care Services and Family Services of Westchester, Inc. (the "Agreements") for the provision of Homemaker/Personal Care services for the elderly under Title IIIB of the Older Americans Act, in order for the County to exercise the third of its five renewal options to renew the Agreements for the period from January 1, 2016 through December 31, 2016 for a total aggregate amount not to exceed \$28,866 in Federal funds; and
- b) further amend the Agreements to add certain "Standard Assurances" including federal and state revised statutes, regulations, policies and contract requirements as mandated by the New York State Office for the Aging ("NYSOFA")

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By resolution approved on July 11, 2013 (the "July 11<sup>th</sup> Resolution"), your Honorable Board authorized the County of Westchester (the "County") to enter into Agreements with Richard L. Aronson, Inc d/b/a A&A Staffing Health Care Services and Family Services of Westchester, Inc. (the "Contractors") for the purpose of providing Homemaker/Personal Care services (the "Program") for the elderly under Title IIIB of the Older Americans Act in a total aggregate amount not to exceed \$21,940, comprised of \$19,746 in Federal funds to be paid based on a percentage of their respective approved Medicaid Rates, and \$2,194 in Contractor matching funds, for the period commencing on January 1, 2013 and terminating on December 31, 2013, with the County have the sole option to renew the Agreements for up to five (5) additional one (1) year periods, subject to the prior approval of your Honorable Board. The Agreements were subsequently executed.

Thereafter, by resolution approved on July 17, 2014 (the "July 17<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreements in order to exercise the first of its five (5) options to renew the Agreements for the purpose of providing the Program services, for a

total aggregate amount not to exceed \$28,866 in Federal funds to be paid based on a percentage of the Contractors' respective approved Medicaid Rates, with each Contractor receiving an amount not to exceed \$14,433 in federal funds and with each contributing \$1,604 in Contractor matching funds to the Program, for the period commencing on January 1, 2014 and terminating on December 31, 2014 (the "First Amendment"). The First Amendment to renew the Agreements was subsequently executed.

Thereafter, by resolution approved on February 26, 2015 (the "February 26<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreements in order to exercise the second of its five (5) options to renew the Agreements for the purpose of providing the Program services, for a total aggregate amount not to exceed \$28,866 in Federal funds to be paid based on a percentage of the Contractors' respective approved Medicaid Rates, with each Contractor receiving an amount not to exceed \$14,433 in Federal funds and with each Contractor contributing an amount not to exceed \$1,604 in Contractor matching funds to the Program, for the period commencing on January 1, 2015 and terminating on December 31, 2015 (the "Second Amendment"). The Second Amendment to renew the Agreements was subsequently executed.

The County now seeks authority to further amend the Agreements with the Contractors in order to exercise the third of its five (5) options to renew the Agreements for the purpose of providing the Program services, for a total aggregate amount not to exceed \$28,866 in Federal funds to be paid based on a percentage of the Contractors' respective approved Medicaid Rates, with each Contractor receiving an amount not to exceed \$14,433 in Federal funds. In addition, each Contractor will be required to contribute an amount not to exceed \$1,604 in Contractor matching funds to the Program, for the period commencing on January 1, 2016 and terminating on December 31, 2016.

In addition to exercising the third of its five (5) options to renew the Agreements, the County also respectfully requests authority to further amend the Agreements in order to incorporate certain "Standard Assurances" as mandated by the New York State Office for the Aging ("NYSOFA"), including but not limited to a revised list of federal and state statutes, regulations, policies and contract provisions applicable to the Program."

It should be noted that the proposed amended Agreements are 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 proposals from the following three (3) agencies: Any-Time Home Care, Inc., Interim Health Care, and Mrs. G's Services, LLC. The price proposals review found one of the Contractor's rate to be in the lower end range, and the second Contractor's rate to be within a reasonable 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 Contractors based on the following facts: both Contractors have successfully provided the Program services over the past year, one of the Contractors has a cost effective rate, and the second a comparable rate. The minimal price savings, should the second Contractor be switched, is offset by the potential negative impacts it would have on the vulnerable, elderly clients with varying degrees of functional impairment for whom switching providers would cause unnecessary service disruption and anxiety.

Except as specifically amended as described herein, all other terms and conditions set forth in the Agreements shall remain in full force and effect.

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

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/17/2016 - LISA MRIJAJ, SECRETARY



Budget Funding Years 2016  
(must match resolution)

Start Date 1/1/16

End Date 12/31/16

Funding Source

Tax Dollars \$0

State Aid \$0

\$28,866  
(must match resolution)

Federal Aid \$28,866

Other \$0

### SCHEDULE "A"

IN-HOME HOMEMAKER CONTRACTOR AGENCIES: 2016  
(To be reimbursed based on a percentage of their respective approved Medicaid Rates)

Richard L. Aronson, Inc. d/b/a A&A Staffing Health Care Services
Family Service of Westchester, Inc.

APPROVED BOARD OF ACQUISITION CONTRACT # 2017/2016 - LISA MRIJAJ, SECRETARY