

51695

DATE: April 6, 2016

TO: Board of Acquisition and Contract

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

RE: Request for authority for the County of Westchester to:

- a) amend an agreement with the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! to provide various support services for the elderly under the Community Services for the Elderly Act in order to exercise the first of the County's three (3) options to renew the agreement for the program period commencing April 1, 2016 and terminating March 31, 2017. State funding will be in an amount not to exceed \$80,498, payable pursuant to an approved budget, and
- b) amend the agreement to incorporate into the First Amendment and all option renewals thereafter certain "Standard Assurances" as mandated by the New York State Office for the Aging ("NYSOFA"), including but not limited to, certain contract provisions applicable to the Program; to replace the existing list of federal and state statutes, regulations and policies and to update certifications concerning public (Federal, State or Local) transactions in the initial Agreement with a revised list in the First Amendment

By resolution approved on April 16, 2015 (the "April 16th Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), to enter into an agreement (the "Agreement") with the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! (the "Contractor") pursuant to which the Contractor was to provide various support services to Westchester County seniors under the Community Services for the Elderly Act (the "Programs") for an amount not to exceed \$80,498 in State funds, payable pursuant to an approved budget, for the program period commencing April 1, 2015 and terminating March 31, 2016. The County, at its sole option, may renew the Agreement with the Contractor for up to three (3) additional one-year periods, subject to the prior approval of your Honorable Board. The Agreement with the Contractor was subsequently executed.

The County now seeks the authority of your Honorable Board to amend the Agreement with the Contractor in order to exercise the first of the County's three (3) options to renew the Agreement to provide the Program, for the program period commencing on April 1, 2016 through March 31, 2017, in an amount not to exceed \$80,498 in State funds, payable pursuant to an approved budget.

In addition to exercising the first of its three (3) options to renew the Agreement with the Contractor, the County also respectfully requests authority to further amend the Agreement to incorporate into the First Amendment and all the option renewals thereafter 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 and to update certifications concerning public (Federal, State or local) transactions.

In 2015, the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! provided 7284 one way trips; secured 692 Volunteer Recruitment placements; recognized 179 volunteers; and provided 2788 units of service to the Asian Evergreen Enrichment program under Senior Center Recreation and Education.

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

The proposed amendment 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

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 amend an agreement (the "Agreement") with the Volunteer Service Bureau of Westchester, Inc. d/b/a Volunteer New York! (the "Contractor"), in order to exercise the first of its three (3) options to renew the Agreement with the Contractor to provide various support services for the elderly under the Community Services for the Elderly Act (the "Programs") for an amount not to exceed \$80,498 in State funds, payable pursuant to an approved budget, for the program period commencing April 1, 2016 and terminating March 31, 2017 (the "First Amendment"); and be it further

RESOLVED, that the Contractor is required to contribute an amount not to exceed \$26,833 in Contractor matching funds to the Programs; and be it further

RESOLVED, that the County is hereby authorized to further amend the Agreement with the Contractor by adding certain "Standard Assurances", including a revised list of federal and state statutes, regulations, policies and certain contract provisions as mandated by the New York State Office for the Aging ("NYSOFA") and to update certifications concerning public (Federal, State or local) transactions

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

Original Agreement \$80,498
 First Amendment: \$80,498
 Total: \$160,996

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	047R	4380	T-047	\$80,498
Budget Funding Year(s) (must match resolution)	<u>2016 - 2017</u>		Start Date	<u>4/1/16</u>	End Date	<u>3/31/17</u>
Funding Source	Tax Dollars		\$0			
	State		<u>\$80,498</u>			
<u>\$80,498</u> (must match resolution)	Federal Aid		<u>\$0</u>			
	Other		<u>\$0</u>			

APPROVED BOARD OF ACQUISITION & CONTRACTS - 04/26/2016 - LISA MRINAJ, SECRETARY