

**56567**

**DATE:** March 28, 2017

**TO:** Honorable Board of Acquisition and Contract

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

**RE:** Request for authority to:

- a) Enter into an Agreement with the New York State Office for the Aging to accept a grant in the amount of \$19,611 to provide various support services to caregivers of the elderly suffering from Alzheimer's and related dementias under the Caregiver Resource Center Grant program for the program period April 1, 2017 through March 31, 2018.
- b) Enter into an agreement with Westchester Jewish Community Services, Inc. to provide Caregiver Resource Center Program Services to caregivers of persons 60 years or older, residing in Westchester County in an amount not to exceed \$19,611, for the program period April 1, 2017 through March 31, 2018.

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The County of Westchester (the "County"), acting by and through the Westchester County Department of Senior Programs and Services (the "Department"), is requesting authorization to enter into an Agreement with the New York State Office for the Aging ("NYSOFA") to accept a grant in the amount of \$19,611 to provide various support services to caregivers of the elderly under the Caregiver Resource Center Grant program for the program period April 1, 2017 through March 31, 2018.

Authorization is also being sought to enter into an agreement (the "Agreement") utilizing the NYSOFA grant funds with Westchester Jewish Community Services, Inc. (the "Contractor") to operate a resource center to provide Caregiver Resource Center Program services to caregivers of Westchester County residents 60 years and older suffering from Alzheimer's and related diseases in the amount not to exceed \$19,611, for the program period April 1, 2017 through March 31, 2018. The Department will reimburse at an agreed upon unit cost amount for actual services provided and data entered in the NYSOFA Client Statewide Data System ("PeerPlace") up to the not to exceed amount of the contract.

The County at its sole option may renew the Agreement for one (1) additional one-year period on the same terms and conditions as the initial term subject to the availability of funds, acceptable

past performance and the County's determination that an extension is in its best interest, and upon the prior approval your Honorable Board and subject to the County obtaining all necessary legal approvals.

This agreement will serve a public purpose by providing information and multiple services to caregivers caring for persons with Alzheimer's and related dementias, including: information, assistance, individual counseling, education on Alzheimer's Disease and other types of dementia, training aimed at supporting caregivers, and education about and referrals to support groups created to offer supportive environments and foster social relationships. These services help to keep the care recipient in the home for as long as possible and save the public tax dollars by delaying placement in a long-term care facility.

The goals and objectives of the program are to educate and support caregivers caring for loved ones with Alzheimer's and related diseases. By providing multiple services designed to inform, support/relieve, and guide, caregivers are better equipped to meet the challenges they face daily.

The goals and objectives are in the best interest of the County because they are geared to assist the caregiver and simultaneously the care recipient, thus avoiding premature institutionalization.

The services will be tracked, monitored and evaluated by monthly reporting activities and onsite reviews to determine if the contract performance goals and objectives are being met according to the terms of the agreement.

Because the Agreement with NYSOFA is for the acceptance of grant funds, it does not constitute procurement and, as such, is not subject to the Westchester County Procurement Policy. The Agreement with the Contractor is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof.

I certify that my department, a.) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b.) has reviewed the Grant Terms, c.) is aware of and understands all of the Grant Terms, and d.) can and will comply with all of the Grant Terms

For the reasons set forth above, I most respectfully recommend adoption of the attached Resolution.

## RESOLUTION

Upon communication from the Commissioner of the Westchester County Department of Senior Programs and Services, it is hereby:

**RESOLVED,** that the County of Westchester (the “County”), acting by and through its Department of Senior Programs and Services (the “Department”), be and is hereby authorized to enter into an Agreement with the New York State Office for the Aging to accept a grant in the amount of \$19,611 to provide various support services to caregivers of the elderly suffering from Alzheimer’s and related dementias under the Caregiver Resource Center Grant program for the program period April 1, 2017 through March 31, 2018; and be it further

**RESOLVED,** that the County is hereby authorized to enter into an Agreement with Westchester Jewish Community Services, Inc. (the “Contractor”) to provide Caregiver Resource Center Program Services to caregivers of persons 60 years or older residing in Westchester County in an amount not to exceed \$19,611 for the program period April 1, 2017 through March 31, 2018; and be it further

**RESOLVED,** that the County at its sole option may renew the Agreement with the Contractor for one (1) additional one-year period on the same terms and conditions as the initial term, subject to the availability of funds, acceptable past performance, the County obtaining all necessary legal approvals and if the County determines that an extension is in its best interest, and subject to the prior approval of your Honorable Board; and be it further

**RESOLVED,** that the Agreement with the Contractor is subject to County Appropriations; and be it further

**RESOLVED,** that the Agreement with the Contractor is also subject to the further financial analysis of the impact of any New York State Budget (the “State Budget”) proposed and adopted during the term of these Agreements. 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 with the Contractor, or to renegotiate the amounts and rates approved therein. 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.

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Account to be Charged/credited	Fund	Department	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
Credited	263	85	927S	9854	T927	\$19,611
Charged	263	85	927S	4380	T927	\$19,611

Budget Funding Years: 2017 - 2018 Start Date 04/01/17 End Date 3/31/18  
(must match resolution)

Funding Source	Tax Dollars	\$0
<u>\$19,611</u>	State Aid	<u>\$19,611</u>
(must match resolution)	Federal Aid	<u>\$0</u>
	Other	<u>\$0</u>

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/18/2017 - LISA MRIJAJ, SECRETARY