

[58263]

DATE: July 28, 2017

TO: Board of Acquisition and Contract

FROM: Mr. Michael Orth Acting Commissioner  
Department of Community Mental Health

SUBJECT: Authority to amend an agreement with Westchester Jewish Community Services, Inc., pursuant to which it was to provide community mental health services, for the period from January 1, 2017 through December 31, 2021, for an amount not-to-exceed \$10,277,328.00, in order to, 1.) add additional services to be provided, 2.) increase the not-to-exceed amount by \$203,125.00 to pay for the additional services, and 3.) modify the budget to reflect the new, higher not-to-exceed amount of \$10,480,453.00 and allocate funds within the budget.

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By a resolution approved on December 15, 2016, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its the Department of Community Mental Health ("DCMH") to enter into an agreement with Westchester Jewish Community Services, Inc. ("WJCS") pursuant to which WJCS was to provide community mental health services, for the period from January 1, 2017 through December 31, 2021, for an amount not-to-exceed \$10,277,328 (the "Agreement"). The Agreement was subsequently executed.

On June 1, 2017, in accordance with the County's Procurement Policy, the County issued a Request for Proposals ("RFP") from vendors to provide and operate an internship program whereby people with mental health issues are trained, placed and supported in volunteer positions (the "Program"). The successful proposer would be compensated through funds the County received from the NYS Office of Mental Health (OMH) under its Transitional Employment Placement (TEP)/Program. The term of any agreement resulting from the RFP is for four(4) years and six(6) months, commencing on or about July 1, 2017.

The RFP specified that the County would review the responses it received and then make a recommendation to OMH as to which vendor should be certified to operate the Program.

In response to the RFP, the County received five (5) responses from the following vendors:

- 1.) CHOICE of NY
- 2.) Human Development Services of Westchester
- 3.) MHA of Westchester
- 4.) Mental Health Empowerment Project
- 5.) Westchester Jewish Community Services, Inc. (WJCS)

Each response was reviewed by a four (4) member review panel in DCMH. Based on those reviews, DCMH recommended WJCS to OMH for certification for the Program. OMH subsequently gave its approval and certified WJCS for the Program.

Based on OMH and County administrative procedures, the County must have only one (1) agreement with each vendor under which the vendor receives State Aid for Unified Services. As the Program is part of the Unified Services and the existing Agreement with WJCS is a Unified Services contract, authority is respectfully requested to amend the Agreement to add the services described in the Program to the Agreement and increase the not-to-exceed amount, as described above.

Accordingly, authority is respectfully requested for the County to amend the Agreement in order to, 1.) add to the scope of services of the Agreement the additional services of the Program to be provided, 2.), increase the not-to-exceed amount of the Agreement by \$203,125.00 to pay for the additional services, to a new total amount not-to-exceed \$10,480,453.00, and 3.) modify the budget of the Agreement to reflect the new, higher not-to-exceed amount and allocate funds within the budget (the "Amendment").

Except as specified above, all terms and conditions of the Agreement shall remain in full force and effect. The term of the Agreement shall not be affected since the expiration of the term of the Agreement, December 31, 2021, shall coincide with the expiration of the term of the Program.

The proposed Amendment will serve a public purpose by enabling the County to provide the Program, as part of the community mental health services provided by the County, to people who need such services.

The goal and objective of the proposed Amendment is to enable the County to provide the Program, as part of the community mental health services provided by the County, to people who need such services.

The goal and objective of the proposed Amendment is in the best interests of the County in terms of health and the environment, as enabling the County to provide the Program, as part of the community mental health services provided by the County, to people who need such services will help ensure the health and well-being of such persons.

The goal and objective of the proposed Amendment will be tracked and monitored by the staff of DCMH.

This procurement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xii) thereof.

I respectfully recommend approval of the attached proposed resolution.

MSH/jrc/

**RESOLUTION**

Upon a communication from the Acting Commissioner of the Department of Community Mental Health, be it hereby:

RESOLVED, that the County of Westchester (the "County"), is authorized to amend its agreement with Westchester Jewish Community Services, Inc., pursuant to which it was to provide community mental health services, for the period from January 1, 2017 through December 31, 2021, for an amount not to exceed \$10,277,328.00 (the "Agreement"), in order to, 1.) add additional services to be provided, 2.) increase the not-to-exceed amount by \$203,125.00 to pay for the additional services, and 3.) modify the budget to reflect the new, higher not-to-exceed amount of \$10,480,453.00 and allocate funds within the budget; 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 authorized to execute all instruments and to take any and all actions necessary 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	26	177S	4380	T177	22,569
263	26	177T	4380	T177	45,139
263	26	177U	4380	T177	45,139
263	26	177V	4380	T177	45,139
263	26	177W	4380	T177	45,139
263	26	177S	9854	T177	22,569
263	26	177T	9854	T177	45,139
263	26	177U	9854	T177	45,139
263	26	177V	9854	T177	45,139
263	26	177W	9854	T177	45,139

Budget Funding Year(s): \_\_\_\_\_ Start Date: 07/01/2017 End Date: 12/31/2021  
 (must match resolution)

Funding Source: \$203,125 Tax Dollars: \_\_\_\_\_  
 State Aid: \$203,125  
 Federal Aid: \_\_\_\_\_  
 Other: \_\_\_\_\_  
 (must match resolution)