

**60795**

**DATE:** January 16, 2018

**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 amend its agreement with the Westchester Public/Private Membership Fund for Aging Services, Inc. in order to exercise the fourth of its five (5) options to renew the agreement to provide Livable Communities Volunteer Coordination services, for the program period January 1, 2018 through December 31, 2018 for an amount not to exceed \$180,000 in County tax dollars, subject to an approved budget

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By resolution approved on March 20, 2014 (the "March 20<sup>th</sup> 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 Westchester Public/Private Membership Fund for Aging Services, Inc. (the "Contractor"), pursuant to which the Contractor would provide Livable Communities Volunteer Coordination services (the "Program"), for the program period January 1, 2014 through December 31, 2014, for an amount not to exceed \$151,000 in County tax dollars, to be paid pursuant to an approved budget, with the County having the sole option to renew the Agreement with the Contractor for up to five (5) additional one-year periods, subject to the prior approval of your Honorable Board. The Agreement was subsequently executed

Thereafter, by resolution approved on December 4, 2014 (the "December 4<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreement with the Contractor in order to increase the not to exceed amount thereunder by an additional \$22,000, thereby increasing the total amount authorized under the Agreement from \$151,000 to \$183,000 (the "First Amendment"). The First Amendment was subsequently executed.

Thereafter, by resolution approved on May 21, 2015 (the "May 21<sup>st</sup> Resolution") your Honorable Board authorized the County to amend the Agreement with the Contractor in order to exercise the first of its five options to renew the Agreement for the Program period January 1, 2015 through December 31, 2015, for an amount not to exceed

\$183,000 in County tax dollars, to be paid pursuant to an approved budget (the "Second Amendment"). The Second Amendment was subsequently executed.

Thereafter, by resolution approved on March 10, 2016 (the "March 10<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreement with the Contractor in order to exercise the second of its five options to renew the Agreement for the Program period January 1, 2016 through December 31, 2016 in an amount not to exceed \$203,000 (the "Third Amendment"). The Third Amendment was subsequently executed.

Thereafter, by resolution approved on February 10, 2017 (the "February 10<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreement with the Contractor in order to exercise the third of its five options to renew the Agreement for the Program period January 1, 2017 through December 31, 2017 in an amount not to exceed \$239,000 (the "Fourth Amendment"). The Fourth Amendment was subsequently executed.

The County now seeks authority to further amend the Agreement with the Contractor in order to exercise the fourth of its five options to renew the Agreement to provide the Program services for the Program period January 1, 2018 through December 31, 2018, for an amount not-to-exceed \$180,000 in County tax dollars, subject to a budget for the program period that has been approved by the Budget Department (the "Fifth Amendment").

The proposed Agreement is exempt from the Westchester County Procurement Policy pursuant to section 3(a) xix thereof.

For the prior contract year, the Livable Communities Volunteer Coordination Services has achieved the following: Recruited an additional 20 villages comprised of approximately 248,000 volunteers; 86 educational sessions; 22 regional council meetings and contacts with approximately 95,000 seniors.

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

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 Westchester Public/Private Membership Fund for Aging Services, Inc. (the "Contractor"), as previously amended, in order to exercise the fourth of its five options to renew the Agreement with the Contractor, pursuant to which the Contractor shall provide Livable Communities Volunteer Coordination services (the "Program") for the Program period January 1, 2018 through December 31, 2018, in an amount not-to-exceed \$180,000 in County tax dollars, payable pursuant to a budget for the program period that has been approved by the Budget Department (the "Fifth Amendment"); and be it further

**RESOLVED,** that except as specifically amended hereby, all other terms and conditions set forth in the Agreement, as previously amended, 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.

APPROVED BOARD OF ACQUISITION & CONTRACTS, 2018-01-15, PAUL J. PATAJ, SECRETARY

Original Agreement: \$151,000  
 First Amendment: \$ 22,000  
 Second Amendment: \$183,000  
 Third Amendment: \$203,000  
 Fourth Amendment: \$239,000  
 Fifth Amendment: \$180,000  
 Total: \$978,000

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686T	4380	T686	\$180,000
Budget Funding Year(s) <u>2018</u> Start Date <u>1/1/18</u> End Date <u>12/31/18</u> (must match resolution)						
Funding Source		Tax Dollars	<u>\$180,000</u>			
		State	<u>\$0</u>			
<u>\$180,000</u>		Federal Aid	<u>\$0</u>			
(must match resolution)		Other	<u>\$0</u>			

APPROVED BOARD OF ACQUISITION & CONTRACTS 02/15/2018 - LISA MRIJAJ, SECRETARY