

61095

DATE: January 19, 2018

TO: Board of Acquisition & 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 Westchester Library System pursuant to which the Contractor will provide Medicare Information Services for elderly Westchester County residents 60 years or older under Title III-B of the Older Americans Act, in order to exercise the fourth of the County's five (5) options to renew the agreement, for the period commencing on January 1, 2018 and terminating on December 31, 2018, in an amount not to exceed \$17,460 in federal funds.

By resolution approved on August 07, 2014, (the "August 7th Resolution"), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Senior Programs & Services (the "Department") to enter into an Agreement (the "Agreement") with Westchester Library System (the "Contractor") pursuant to which the Contractor was to provide Medicare information concerning available public benefits, entitlements, and community resources ("Medicare Information Services") for elderly County residents 60 years or older and residents under 60 years using Social Security Disability who are either Medicare users or new to the Medicare program, under Title III-B of the Older Americans Act (the "Program"), in an amount not to exceed \$17,460 in federal funds, payable pursuant to an agreed-upon unit cost for actual services provided and data entered in the New York State Office for the Aging's ("NYSOFA's") Social Assistance Management System ("SAMS"), for the period commencing on January 1, 2014 and terminating on December 31, 2014, with the County have the sole option to renew the Agreement with the Contractor for up to five additional one-year periods. The Agreement was subsequently executed.

Thereafter by resolution approved on February 26, 2015, (the "February 26th Resolution") your Honorable Board authorized the County to exercise the first of its five options to renew the Agreement with the Contractor, for the period commencing on January 1, 2015 and terminating on December 31, 2015, in an amount not to exceed \$17,460 in federal funds (the "First Amendment"). The First Amendment was subsequently executed.

Thereafter by resolution approved on March 31, 2016, (the "March 31st Resolution") your Honorable Board authorized the County *inter alia* to exercise the second of its five options to renew the Agreement with the Contractor, for the period commencing on January 1, 2016 and terminating on December 31, 2016, in an amount not to exceed

\$17,460 in federal funds (the "Second Amendment"). The Second Amendment was subsequently executed.

Thereafter by resolution approved on March 09, 2017, (the "March 9th Resolution") your Honorable Board authorized the County to exercise the third of its five options to renew the Agreement with the Contractor, for the period commencing on January 1, 2017 and terminating on December 31, 2017, in an amount not to exceed \$17,460 in federal funds (the "Third Amendment"). The Third Amendment was subsequently executed.

The County now seeks the authority of your Honorable Board to amend its Agreement with the Contractor to provide the Program services in order to exercise its fourth renewal option, for the period commencing on January 1, 2018 and terminating on December 31, 2018, in an amount not to exceed \$17,460 in federal funds (the "Fourth Amendment").

The proposed amended Agreement is 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. Based on the cost analysis, the current Contractor's rate was found to be much lower than the recently received price proposal for similar services. Therefore, upon analysis, it has been determined that it is in the Department's best interest to renew the agreement with the Contractor based on its cost effective rate as well as it having successfully provided the Program services over the past year.

Therefore, upon analysis, it has been determined that it is in the Department's best interest to renew the agreement with the Contractor based on its cost effective rate as well as it having successfully provided the Program services over the past year.

During the previous program year approximately 12,000 individuals received Medicare information Services.

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

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

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 its agreement (the "Agreement") with Westchester Library System (the "Contractor") pursuant to which the Contractor will provide Medicare information concerning available public benefits, entitlements, and community resources ("Medicare Information Services") for elderly County residents 60 years or older, and residents under 60 years on Social Security Disability that are either on Medicare or new to the Medicare program, under Title III-B of the Older Americans Act (the "Program"), in order to exercise the fourth of its five (5) options to renew the Agreement for the period commencing on January 1, 2018 and terminating on December 31, 2018 in an amount not to exceed \$17,460 in federal funds to be paid pursuant to an agreed-upon unit cost for actual services provided and data entered in NYSOFA's Client Statewide Data System ("PeerPlace") (the "Fourth Amendment"); and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the Agreement and subsequent amendments 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 COMMITTEE 01/27/2018 COUNTY CLERK/SECRETARY

Agreement: \$17,460
 First Amendment: \$17,460
 Second Amendment: \$17,460
 Third Amendment: \$17,460
 Fourth Amendment: \$17,460
 Total: \$87,300

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
charged	263	85	686T	4830	T-686	\$17,460

Budget Funding Years 2018 Start Date 1/1/18 End Date 12/31/18
 (must match resolution)

Funding Source Tax Dollars: \$0
 State Aid: \$0
\$17,460
 (must match resolution) Federal Aid: \$17,460

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/22/2018 - LISA MRKAJ, SECRETARY