

61096

DATE: January 30, 2018

TO: Board of Acquisition & Contract

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

RE: Request for authorization to:

- a) enter into an agreement with the New York State Office for the Aging (“NYSOFA”) to accept a grant in an amount not-to-exceed \$55,349 in federal funds under Title III-D of the Older Americans Act to implement the Chronic Disease Self-Management Program for seniors, for the period commencing January 1, 2018 and terminating December 31, 2018.
- b) amend an agreement with Westchester Public-Private Membership Fund for Aging Services, Inc. in order to exercise the first of four (4) renewal options to provide the Chronic Disease Self-Management Program, the Chronic Pain Self-Management Program and the Tomando Control de su Salud Program to elderly persons 60 years and older residing in Westchester County under Title III-D of the Older Americans Act for an aggregate amount not to exceed \$95,000 comprised of \$55,349 of federal funds and \$39,651 in County tax dollars, for the period beginning on January 1, 2018 through December 31, 2018.
- c) amend the agreement to incorporate into the first renewal option and all renewal options thereafter certain “Standard Assurances” and contract requirements as mandated by the New York State Office for the Aging.

The County of Westchester (the “County”), acting by and through its Department of Senior Programs and Services (the “Department”), seeks the authority of your Honorable Board to enter into an agreement with the New York State Office for the Aging (“NYSOFA”) to accept a grant in an amount not-to-exceed \$55,349 in federal funds under Title III-D of the Older Americans Act to implement the Chronic Disease Self-Management Program (the “Program”), for the period commencing January 1, 2018 and terminating December 31, 2018.

Additionally, by resolution approved on February 10, 2017, 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 with the Westchester Public-Private Membership Fund for Aging Services, Inc. (the "Contractor") for the purpose of providing the Chronic Disease Self-Management Program, the Chronic Pain Self-Management Program and the Tomando Control de su Salud Program to elderly persons 60 years and older residing in Westchester County under Title III-D of the Older Americans Act (the "Programs"), for an aggregate amount not to exceed \$95,000 comprised of \$71,130 in federal funds and \$23,870 in County tax dollars, payable based on an approved budget for actual services provided, for the Program period beginning on March 1, 2017 through December 31, 2017, with the County having the option at its sole discretion to extend the term of the Agreement with the Contractor for up to four (4) additional (1) one-year periods, on the same terms and conditions, including the budget 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, subject to the prior approval of your Honorable Board (the "Agreement"). The Agreement was subsequently executed.

The County now seeks the authority of your Honorable Board to amend the Agreement with the Contractor to provide the Programs for the program period beginning on January 1, 2018 and continuing through December 31, 2018 at the same aggregate funding amount as the initial Agreement; however, noting that the federal funding decreased by \$15,781 from \$71,130 to \$55,349 and the County tax dollars increased by \$15,781 from \$23,870 to \$39,651 (the "First Renewal"). NYSOFA cut federal funding by \$15,781, which made it necessary to increase the County match by that amount in order to effectively run the Program.

Additionally, the County seeks further authority to amend the Agreement with the Contractor to incorporate into the first renewal option and all renewal options thereafter certain "Standard Assurances" including but not limited to contract provisions applicable to the Program as mandated by the New York State Office for the Aging ("NYSOFA").

For the 2017, program year the Contractor has provided 42 information sessions with 1541 unique contacts with seniors and delivered workshops to 190 seniors in locations throughout Westchester County. Participant satisfaction surveys managed by an independent third party showed consistent positive responses to all questions.

The grant agreement with NYSOFA does not constitute procurement. The Agreement with the Contractor is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof; however, it is subject to the Federal Common Grant Rules 45 CFR 92.36 (f) that requires grantees to conduct a price analysis prior to recommending a renewal of an Agreement. In an effort to comply with this requirement, the Department solicited price quotations from four organizations for the services to determine if there were other potential Contractors that could provide all three programs at a cost effective price. For those that provided cost information, their costs were substantially higher than the Contractor's rates. 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 the following facts: the Contractor has successfully provided the program services over the past year at a cost effective rate.

The proposed agreements will serve a public purpose by providing Westchester County seniors with services and activities that will foster good health, increase awareness and understanding of healthy lifestyles and promote physical and mental health. These services may include: peer-to-peer education classes; promotion of early detection of various chronic diseases through peer education; training sessions on how to self-manage chronic diseases; the promotion of early detection of various health problems, through education and/or testing; stress education and medication management workshops, and the administration of influenza and other vaccines.

The goals and objectives of the proposed agreement are to promote the development of wellness activities and preventive health activities that will promote good health in Westchester County seniors by increasing their awareness and knowledge of how to self-manage chronic diseases and develop healthy lifestyles.

The goals and objectives of the proposed agreement are in the best interests of Westchester County in terms of the promotion of public health, as the aim of the services to be funded by the grant is to reduce or delay hospitalizations or institutionalization, thereby reducing Medicaid costs for the County, State and Federal governments and improving the general well-being of the County's elderly.

The goals and objectives of the proposed agreement will be tracked and monitored through monthly reporting activities and onsite reviews to determine if the contract's performance goals and objectives are being met in a fiscally responsible and appropriate fashion.

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.

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

RESOLUTION

UPON A COMMUNICATION FROM MAE CARPENTER, 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 enter into an agreement with the New York State Office for the Aging ("NYSOFA") to accept a grant in an amount not-to-exceed \$55,349 in federal funds under Title III-D of the Older Americans Act to implement the Chronic Disease Self-Management Program (the "Program") for seniors, for the period commencing January 1, 2018 and terminating December 31, 2018.

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend its agreement (the "Agreement") with the Westchester Public-Private Membership Fund for Aging Services, Inc. (the "Contractor") in order to exercise the first of its four (4) renewal options to provide the Chronic Disease Self-Management Program, the Chronic Pain Self-Management Program and the Tomando Control de su Salud Program to elderly persons 60 years and older residing in Westchester County under Title III-D of the Older Americans Act (the "Programs"), for an aggregate amount not to exceed \$ 95,000 comprised of \$55,349 in federal funds and \$39,651 in County tax dollars, payable based on an approved budget for actual services provided, for the Program period beginning on January 01, 2018 and continuing through December 31, 2018 Program; and be it further (the "First Renewal")

RESOLVED, that the First Renewal and each option renewal that may be approved hereafter by this Honorable Board shall be amended to incorporate certain "Standard Assurances" including but not limited to contract provisions applicable to the Program as mandated by the New York State Office for the Aging ("NYSOFA"); and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions set forth in the Agreement with the Contractor 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.

Contractor Agreement: \$95,000
 First Renewal: \$95,000
 Total: \$190,000

Account to be	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
credited	263	85	943T	9853	T-943	\$55,349
charged	263	85	943T	4380	T-943	\$95,000

Budget Funding Years 2018
 (must match resolution)

Start Date 1/1/18

End Date 12/31/18

Funding Source

County

\$95,000.00
 (must match resolution)

Tax Dollars \$39,651
 State Aid \$0
 Federal Aid \$55,349

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/22/2018 - ISA MRIJAJ, SECRETARY