

**61103**

**DATE:** January 30, 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 agreements with Richard L. Aronson, Inc. d/b/a A&A Staffing Health Care Services and Family Services of Westchester, Inc. (the "Agreements") for the provision of Homemaker/Personal Care services for the elderly under Title III-B of the Older Americans Act, in order to exercise the fifth of its five renewal options to renew the Agreements for the period from January 1, 2018 through December 31, 2018 for a total aggregate amount not to exceed \$28,866 in Federal funds

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By resolution approved on July 11, 2013 (the "July 11<sup>th</sup> Resolution"), your Honorable Board authorized the County of Westchester (the "County") to enter into Agreements with Richard L. Aronson, Inc d/b/a A&A Staffing Health Care Services and Family Services of Westchester, Inc. (the "Contractors") for the purpose of providing Homemaker/Personal Care services (the "Program") for the elderly under Title III B of the Older Americans Act in a total aggregate amount not to exceed \$21,940, comprised of \$19,746 in Federal funds to be paid based on a percentage of their respective approved Medicaid Rates, and \$2,194 in Contractor matching funds, for the period commencing on January 1, 2013 and terminating on December 31, 2013, with the County have the sole option to renew the Agreements for up to five (5) additional one (1) year periods, subject to the prior approval of your Honorable Board. The Agreements were subsequently executed.

Thereafter, by resolution approved on July 17, 2014 (the "July 17<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreements in order to exercise the first of its five (5) options to renew the Agreements for the purpose of providing the Program services, for a total aggregate amount not to exceed \$28,866 in Federal funds to be paid based on a percentage of the Contractors' respective approved Medicaid Rates, with each Contractor receiving an amount not to exceed \$14,433 in federal funds and with each contributing \$1,604 in Contractor matching funds to the Program, for the period commencing on January 1, 2014 and terminating on December 31, 2014 (the "First Amendment"). The First Amendment to renew the Agreements was subsequently executed.

Thereafter, by resolution approved on February 26, 2015 (the "February 26<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreements in order to exercise the second of its five (5) options to renew the Agreements for the purpose of providing the Program services, for a total aggregate amount not to exceed \$28,866 in Federal funds to be paid based on a percentage of the Contractors' respective approved Medicaid Rates, with each Contractor receiving an amount not to exceed \$14,433 in Federal funds and with each Contractor contributing an amount not to exceed \$1,604 in Contractor matching funds to the Program, for the period commencing on January 1, 2015 and terminating on December 31, 2015 (the "Second Amendment"). The Second Amendment to renew the Agreements was subsequently executed.

Thereafter, by resolution approved on March 17, 2016 (the "March 17<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreements in order *inter alia* to exercise the third of its five (5) options to renew the Agreements for the purpose of providing the Program services, for a total aggregate amount not to exceed \$28,866 in Federal funds to be paid based on a percentage of the Contractors' respective approved Medicaid Rates, with each Contractor receiving an amount not to exceed \$14,433 in Federal funds and with each Contractor contributing an amount not to exceed \$1,604 in Contractor matching funds to the Program, for the period commencing on January 1, 2016 and terminating on December 31, 2016 (the "Third Amendment"). The Third Amendment to renew the Agreements was subsequently executed.

Thereafter, by resolution approved on March 30, 2017 (the "March 30<sup>th</sup> Resolution") your Honorable Board authorized the County to amend the Agreements in to exercise the fourth of its five (5) options to renew the Agreements for the purpose of providing the Program services, for a total aggregate amount not to exceed \$28,866 in Federal funds to be paid based on a percentage of the Contractors' respective approved Medicaid Rates, with each Contractor receiving an amount not to exceed \$14,433 in Federal funds and with each Contractor contributing an amount not to exceed \$1,604 in Contractor matching funds to the Program, for the period commencing on January 1, 2017 and terminating on December 31, 2017 (the "Fourth Amendment"). The Fourth Amendment to renew the Agreements was subsequently executed.

The County now seeks authority to further amend the Agreements with the Contractors in order to exercise the fifth of its five (5) options to renew the Agreements for the purpose of providing the Program services, for a total aggregate amount not to exceed \$28,866 in Federal funds to be paid based on a percentage of the Contractors' respective approved Medicaid Rates, with each Contractor receiving an amount not to exceed \$14,433 in Federal funds. In addition, each Contractor will be required to contribute an amount not to exceed \$1,604 in Contractor matching funds to the Program, for the period commencing on January 1, 2018 and terminating on December 31, 2018 (the "Fifth Amendment").

It should be noted that the proposed amended Agreements are 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. The Department received proposals from the following five (5) agencies: Home Health Services – WJCS, Family Service Society of Yonkers, Westchester Care At Home, Any-Time Home Care, and Mrs. G's Services, LLC. The price proposals' review found both Contractor's rate to be in the lower end range of the received price proposals. Therefore, upon analysis, it has been determined that it is in the Department's best interest to renew the agreement with the Contractors based on the following facts: both Contractors have successfully provided the Program services over the past year and have cost effective rates.

For the 2017 Program year, approximately 300 hours of service were provided.

Except as specifically amended as described herein, all other terms and conditions set forth in the Agreements shall 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 is hereby authorized to amend Agreements (the "Agreements") with Richard L. Aronson, Inc. d/b/a A&A Staffing Health Care Services and Family Services of Westchester, Inc. ( the "Contractors") to provide Homemaker/Personal Care services for the elderly under Title IIIB of the Older Americans Act (the "Program") in order to exercise the fifth of its five (5) options to renew the Agreements for the period commencing on January 1, 2018 and terminating on December 31, 2018 whereby each Contractor will receive an amount not to exceed \$14,433 in federal funds for a total aggregate amount not to exceed \$28,866 to be paid based on a percentage of their respective approved Medicaid Rates (the "Fifth Amendment"); and be it further

**RESOLVED**, that each Contractor will be required to contribute an amount not to exceed \$1,604 in Contractor matching funds to the Program for a total aggregate amount not to exceed \$3,208; and be it further

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

Agreement:	\$19,746
First Amendment:	\$28,866
Second Amendment:	\$28,866
Third Amendment:	\$28,866
Fourth Amendment:	\$28,866
Fifth Amendment:	<u>\$28,866</u>
Total:	\$164,076

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686T	4380	T-686	\$28,866

Budget Funding Years 2018  
(must match resolution)

Start Date 1/1/18

End Date 12/31/18

Funding Source

Tax Dollars \$0

State Aid \$0

\$28,866

(must match resolution)

Federal Aid \$28,866

## SCHEDULE "A"

IN-HOME HOMEMAKER CONTRACTOR AGENCIES: 2018  
(To be reimbursed based on a percentage of their respective approved Medicaid Rates)

Richard L. Aronson, Inc. d/b/a A&A Staffing Health Care Services
Family Service of Westchester, Inc.

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/22/2018 - LIS MRUJAJ, SECRETARY