

61158

DATE: January 30, 2018

TO: Honorable Members of the 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 DOROT, Inc. for the provision of In-Home Contact/Support services under Title III-B of the Older Americans Act to persons 60 years or older residing in Westchester County, in order to exercise the fifth of the County's five renewal options, and thereby extend the term of the agreement for an additional year for the period commencing on January 1, 2018 and continuing through December 31, 2018 for an amount not-to-exceed \$48,516 in Federal funds.

By resolution approved on August 1, 2013, 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 with DOROT, Inc. ("DOROT"), also (the "Contractor") pursuant to which DOROT was to provide In-Home Contact/Support services under Title III-B of the Older Americans Act to persons 60 years or older, residing in Westchester ("the Program") for a total aggregate amount not-to-exceed \$59,897, comprised of \$53,907 in Federal funds to be paid at the agreed unit-cost amount, and \$5,990 in Contractor matching funds, for the program period January 1, 2013 through December 31, 2013, with the County having the sole option to renew the agreement for up to five (5) additional one-year periods, on the same terms and conditions as the initial term, subject to the availability of funds, acceptable past performance and the prior approval of your Honorable Board (the "Agreement"). The Agreement was subsequently executed.

Thereafter, by resolution approved on May 1, 2014, your Honorable Board authorized the County to amend its Agreement with the Contractor to provide the aforementioned Program services, in order to exercise the first of the County's five (5) options to renew the Agreement for the Program period commencing January 1, 2014 and continuing through December 31, 2014, for a total aggregate amount not-to-exceed \$53,908, comprised of \$48,516 in Federal funds to be paid at the approved unit-cost amount, and \$5,392 in Contractor matching funds (the "First Amendment"). The First Amendment was subsequently executed.

Thereafter, by resolution approved on March 5, 2015, your Honorable Board authorized the County to amend its Agreement with the Contractor to provide the aforementioned Program services, in order to exercise the second of its five renewal options for the program period

commencing on January 1, 2015 and continuing through December 31, 2015, for an amount not-to-exceed \$48,516 in Federal funds to be paid at the approved unit-cost amount, with the Contractor required to contribute an amount not-to-exceed \$5,392 in Contractor matching funds (the "Second Amendment"). The Second Amendment was subsequently executed.

Thereafter, by resolution approved on June 2, 2016, your Honorable Board authorized the County to amend its Agreement with the Contractor *inter alia* to provide the aforementioned Program services, in order to exercise the third of its five renewal options for the program period commencing on January 1, 2016 and continuing through December 31, 2016, for an amount not-to-exceed \$48,516 in Federal funds to be paid at the approved unit-cost amount, with the Contractor required to contribute an amount not-to-exceed \$5,392 in Contractor matching funds (the "Third Amendment"). The Third Amendment was subsequently executed.

Thereafter, by resolution approved on March 9, 2017, your Honorable Board authorized the County to amend its Agreement with the Contractor to provide the aforementioned Program services, in order to exercise the fourth of its five renewal options for the program period commencing on January 1, 2017 and continuing through December 31, 2017, for an amount not-to-exceed \$48,516 in Federal funds to be paid at the approved unit-cost amount, with the Contractor required to contribute an amount not-to-exceed \$5,392 in Contractor matching funds (the "Fourth Amendment"). The Fourth Amendment was subsequently executed.

The County now seeks authority to amend its Agreement with the Contractor in order to exercise the fifth of its five renewal options thereunder for a term commencing on January 1, 2018 and continuing through December 31, 2018 for an amount not-to-exceed \$48,516 in Federal funds to be paid at the approved unit-cost amount. The Contractor is required to contribute an amount not-to-exceed \$5,392 in Contractor matching funds to the Program (the "Fifth Amendment").

The proposed Agreement 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 that requires a price analysis to be conducted prior to exercising a renewal option. To comply with this mandate the Department performed a price analysis prior to making its recommendation to extend the agreement for the year 2018. There were 2 – 3 organizations reviewed per service. Telephone Reassurance costs ranged between \$11 and \$23 per unit. Friendly Visiting costs were between \$25 and \$46 per unit and University Without Walls was between \$18.75 and \$34.00 per unit. Both Friendly Visiting and University Without Walls reviews included one agency with no established per person or unit cost given. For this reason a review of the CARRS report for In Home Contact and Support services provided Rockland (\$56.29 unit cost) and Schoharie (\$107.33 unit cost) Counties was used to add depth and breadth to support the cost analysis. The extreme variance between the services provided for no cost is a volunteer network and donations that offset program costs. The other extreme shows that many of the programs reviewed are located in more rural areas that support smaller numbers of clients served and significantly longer trips required to serve them at a much higher cost. For this reason the \$17 unit cost agreed to by the current contractor is in the best interest of the County to help prevent isolationism and premature institutionalization.

In 2017, DOROT provided approximately 2,580 units of service to 1,031 duplicated clients for Friendly Visiting; approximately 1,784 units of service to 966 duplicated clients for Telephone

Reassurance; and approximately 466 units of service to 157 duplicated clients for University without Walls.

Except as specifically provided hereunder, all remaining terms and conditions of the Agreement shall remain in full force and effect.

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

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/01/2018 - LISA MARIJAJ, SECRETARY

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 exercise the fifth of its five options to renew an agreement (the "Agreement") with DOROT Inc., (the "Contractor"), to provide In-Home Contact/Support services under Title III-B of the Older Americans Act to persons 60 years or older, residing in Westchester County (the "Program"), for an amount not-to-exceed \$48,516 in Federal funds, payable at the agreed upon unit-cost, for a term commencing on January 1, 2018 and continuing through December 31, 2018, with the Contractor required to contribute \$5,392 in Contractor matching funds to the Program (the "Fifth Amendment"); and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions of the Agreement as amended shall remain the same; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

APPROVED BOARD OF ACQUISITION & COMPACTS
01/15/18
USMIRIJAJ, SECRETARY

Agreement: \$53,907
 First Amendment: \$48,516
 Second Amendment: \$48,516
 Third Amendment: \$48,516
 Fourth Amendment: \$48,516
 Fifth Amendment: \$48,516
 Total: \$296,487

Account to be Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
Charged	263	85	686T	4380	T686	\$48,516

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

Funding Source \$ 48,516
 (must match resolution)

Tax Dollars \$0
 State Aid \$0
 Federal Aid \$48,516

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION 2018 - LISA MRIJAJ, SECRETARY