

Department of Health

10 County Center Road, 2nd Floor
White Plains, NY 10607

61396

TO: The Board of Acquisition and Contract

FROM: Sherlita Amler, M.D.
Commissioner of Health

DATE: February 8, 2018

RE: Request authority to enter into contract with Public Health Solutions for the County Department of Health to provide planning services of one research analyst --- pursuant to Part A of the Federal Ryan White HIV/AIDS Treatment Extension Act --- in an amount not-to-exceed \$132,689, pursuant to an approved budget, for the term March 1, 2018 through February 28, 2019

Contract Period: 3/1/18 – 2/28/19
Amount: \$132,689

The Westchester County Department of Health (“WCDH”) requests authorization to enter into contract with Public Health Solutions (“PHS”) to accept funding for planning services of one research analyst --- pursuant to Part A of the Federal Ryan White HIV/AIDS Treatment Extension Act, pursuant to an approved budget, for the period 3/1/18 through 2/28/19, in the not-to-exceed amount of \$132,689.

Public Health Solutions assumed the direct administration of Ryan White contracts on December 1, 2015. At that time they contracted to provide funding for one research analyst position to support planning and coordination for HIV/AIDS services in the Tri-County region for the period March 1, 2017 through February 28, 2018. This contract is a continuation of the previous contract and continues to provide funding for one research analyst position for the period of March 1, 2018 through February 28, 2019. This staff member provides support relating to client demographic data, service needs and gaps assessment, and evaluation of utilization of services to the Tri-County Steering Committee which establishes local HIV/AIDS services and funding allocations under the Ryan White legislation. Duties and responsibilities also include the liaison between Westchester Department of Health and the Tri-County service agencies and the staff of Public Health Solutions. This position also serves as to plan new services and support implementation of new service programs in the region. Additionally, the research analyst acts as the Quality Management (QM) liaison between Tri-County service agencies and New York City Department of Health and Mental Hygiene (NYCDOHMH). The Research Analyst also facilitates Tri-County-wide QM learning network meetings.

This program promotes the public health and welfare of County residents through ensuring access to and maintenance in health care for uninsured and underinsured Tri-County residents living with HIV/AIDS thereby minimizing avoidable opportunistic illnesses and costly emergency room visits and hospitalizations and stem the further spread of the HIV epidemic across the region.

Program objectives and goals include improving the quality of HIV/AIDS services in the Tri-County will be met through the following three objectives: a) assess current service levels; b) provide support for the planning and implementation of quality improvement projects within service agencies; and c) provide educational opportunities to improve the delivery of HIV/AIDS services to the benefit of people living with HIV/AIDS in Westchester Rockland, and Putnam Counties.

The agreement requires the County to indemnify Public Health Solutions as follows:

“The Westchester County Department of Health agrees to indemnify, defend and hold Public Health Solutions harmless against any and all liability, claims and expenses, including reasonable attorney’s fees resulting from the acts or omissions of the Westchester County Department of Health.”

The proposed contract is exempt from Section 3(a)(xiv) of the Procurement Policy relating to procurements “for the purpose of entering into a contract or contracts with not for profit organizations for the purposes of providing aid, care and support to persons in need of public assistance.”

Approval of the attached resolution is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACTS - 03/08/2018 - LISA M. JAMES SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Health, be it hereby

RESOLVED, that the County of Westchester is hereby authorized to enter into contract with Public Health Solutions for the County Department of Health to provide planning services of one research analyst --- pursuant to Part A of the Federal Ryan White HIV/AIDS Treatment Extension Act, with revenue to the County in an amount not-to-exceed \$132,689, pursuant to an approved budget, for the term March 1, 2018 through February 28, 2019; and be it further

RESOLVED, that “the Westchester County Department of Health agrees to indemnify, defend and hold Public Health Solutions harmless against any and all liability, claims and expenses, including reasonable attorney’s fees resulting from the acts or omissions of the Westchester County Department of Health”; and be it further

RESOLVED, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to execute any and all documents necessary to effectuate the purposes of this resolution in the manner prescribed by law.

County of Westchester
February 8, 2018

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Revenue	Trust Account	Dollars
263	27	654T	9853	T654	\$132,689

Budget Funding Year(s) 2018-2019 Start Date 3/1/18 End Date 2/28/19

Funding Source Tax Dollars _____
 State Aid _____
\$132,689 Federal Aid 100% pass thru _____
 Other _____