

63243

DATE: May 16, 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 enter into an Agreement with Feeding Westchester to provide Counseling and Information services to the elderly under the Community Services for the Elderly Act in amount not to exceed \$48,000 in State funds, payable pursuant to an agreed upon unit cost, for the program period April 1, 2018 through March 31, 2019.

The County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), seeks authority from your Honorable Board to enter into an Agreement with Feeding Westchester (the "Contractor") to provide Counseling and Information Services to seniors applying for Supplemental Nutrition Assistance Program (SNAP)(formerly known as Food Stamps) , and will include assisting clients in the completion and submission of applications for benefits(the "Program") under the Community Services for the Elderly Act grant in an amount not to exceed \$48,000 in State funds, payable pursuant to an agreed upon unit cost, for the program period commencing on April 1, 2018 and continuing through March 31, 2019. The County at its sole option may renew the Agreement with the Contractor for up to four (4) additional one (1) year periods, subject to the further approval of the Westchester County Board of Acquisition and Contract and your Honorable Board.

The proposed Agreement will serve a public purpose through providing Counseling and Information to seniors and reducing the issues of food insecurity and hunger in Westchester County. Seniors require greater consideration towards their health and medical needs, which become compromised when there is not enough food to eat. A significant percent of senior households indicate that they have to choose between food and medical care and a higher percent have to choose between food and paying for heat or utilities. The overall purpose will therefore help maintain Westchester County seniors living healthier and securely in the community and avoiding premature institutionalization.

The Department's goal and objectives are to provide the most needy, vulnerable older adults with food stamp application Counseling and Information in a timely and efficient process. Objectives will also include identifying seniors who are eligible recipients for SNAP through outreach with collaborating partners, presentations to senior centers or through referral from aging network partners. The Counseling and Information and pre-screening services provided will help the seniors navigate and complete the application process through the one-on-one phone interview and in home visits by the Contractor's trained staff. Bilingual Counseling and Information is also available to provide timely and efficient service to food insecure seniors in need. The service is designed to alleviate stress or anxiety and to help the client make appropriate choices and plans.

The goals and objectives are in the best interests of the County in terms of public health because they aim at providing SNAP benefits Counseling and Information to nutritionally at risk seniors,

improving health status and reducing the food insecurity needs amongst the low income, minority seniors.

The goals and objectives will be tracked, monitored and evaluated through monthly reporting activities and annual on-site reviews to determine if the contract performance goals and objectives are being met in a fiscally responsible and appropriately safe and successful fashion.

The Agreement with the Contractor is exempt pursuant to Section 3(a) Subsection xix of the Westchester County Procurement Policy.

Accordingly, I most respectfully recommend adoption of the attached proposed resolution.

MJ/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/07/2018 - LISA MARIJAS SECRETARY

RESOLUTION

Upon 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 enter into an agreement (the "Agreement") with Feeding Westchester (the "Contractor") to provide Counseling and Information Services to seniors applying for Supplemental Nutrition Assistance Program (SNAP). The Counseling and Information provided will include assisting clients in the completion and submission of applications for benefits (the "Program") under the Community Services for the Elderly Act grant in an amount not to exceed \$48,000 in State funds, payable pursuant to an agreed upon unit-cost, for the program period April 1, 2018 through March 31, 2019.

RESOLVED, that the County at its sole option may renew the Agreement with the Contractor for up to four (4) additional one (1) year periods, subject to the further approval of the Westchester County Board of Acquisition and Contract and your Honorable Board; and be it further

RESOLVED, that the Contractor is required to contribute \$16,000 in matching funds to the Program; and be it further

RESOLVED, that the Agreement is subject to County appropriations; and be it further

RESOLVED, that the Agreement is also subject to the further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreement, or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to Yonkers, then Yonkers shall have the right to terminate the Agreement upon reasonable prior written notice; 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.

This Agreement \$48,000

Account to be
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
Charged	263	85	047T	4380	T-047	\$48,000

Budget Funding Year(s) 2018 - 2019 Start Date 4/1/18 End Date 3/31/19
(must match resolution)

Funding Source Tax Dollars \$0
 State Aid \$48,000

\$48,000
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/07/2018 - LISMRJAS SECRETARY