

68189

DATE: February 29, 2019

TO: 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 and agreement with Family Service Society of Yonkers in order to exercise the first of four (4) of additional one-year periods to extend the Agreement to provide Family Caregiver Support Services under Title III-E of the Older Americans Act for an amount not to exceed \$45,100 in federal funds, for the period from January 1, 2019 through December 31, 2019.

By resolution approved on August 9, 2018 (the "August 9th Resolution") 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 (the "Agreement") with Family Service Society of Yonkers. ("FSSY" or the "FSSY") for the purpose of providing Family Caregiver Support Services for Westchester County grandparents/relative caregivers, 55 and older of children under 18 years old in accordance with Title III-E of the Older Americans Act (the "Services" or "Program"), for the period beginning July 1, 2018 through December 31, 2018 (the "Initial Term"). Federal funding to provide the Program under the Initial Term was for an amount not to exceed \$37,822, payable based on the agreed upon unit cost for actual services provided and data entered in New York State Office for the Aging's ("NYSOFA's") PeerPlace System, which could, at the County's sole and complete discretion, include an optional increase or decrease of available funds, which would impact the not-to-exceed amount of the Agreement. The FSSY was also required to contribute \$12,607 in matching funds to the Program. The Agreement was subsequently executed.

The August 9th Resolution also stipulated that the County, in its sole discretion, has the option to extend the term of the Agreement for up to four (4) additional one (1) year periods (each an "Option Term") on the same terms and conditions as the Initial Term, subject to the availability of funds, acceptable past performance, the County obtaining all necessary legal approvals and the County's determination that an extension is in its best interest, and subject to the prior approval of your Honorable Board. The August 9th Resolution further noted that funding could vary from year to year, and that each subsequent Option Term will begin on January 1st through December 31st.

The County now seeks the authority of your Honorable Board to amend the Agreement with the FSSY to provide the Program in order to exercise the first Option Term to extend the Agreement for a one-year period beginning on January 1, 2019 through December 31, 2019 (the "First Option Term") in an amount not to exceed \$45,100 in federal funds (the "First Amendment").

The FSSY is required to contribute \$15,034 to the Program under the First Option Term.

The proposed Agreement with the FSSY 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 mandate a price analysis be conducted before the County can exercise an option to extend the Agreement. Therefore, the Department solicited price proposals from qualified agencies to determine if it could find providers to better provide the Program services at a more cost-effective rate. After a careful review of the price proposals the Department determined that the FSSY was best suited to continue providing the Program because it is the only agency that could provide all the services under one Agreement and its prices to provide the Program are within a reasonable range. Therefore, we believe that it would be in the best interest of the County for your Honorable Board to extend the term of the Agreement with the FSSY, because in addition to the aforementioned, the FSSY has ably performed the Services under the Initial Agreement.

Except as specifically to be amended as described herein, all other terms and conditions set forth in the Agreement would remain in full force and effect.

Accordingly, I recommend adoption of the proposed resolution.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/20/2019 - DEPARTMENT 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 is hereby authorized to amend its agreement (the "Agreement") with Family Service Society of Yonkers. ("FSSY") in order to exercise its first option to extend the term of the Agreement for the period beginning on January 1, 2019 through December 31, 2019, to provide Family Caregiver Support Services for Westchester County grandparents/relative caregivers, 55 and older of children under 18 years old, in accordance with the applicable provisions of Title III-E of the Older Americans Act, as amended, ("Program") in an amount not to exceed \$45,100 in federal funds, payable based on the agreed upon unit cost for actual services provided and data entered in New York State Office for the Aging's ("NYSOFA's") PeerPlace System; and be it further

RESOLVED, that the FSSY is required to contribute \$15,034 in matching funds to the Program; and be it further

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

APPROVED BOARD OF COUNTY OFFICIALS
CONTRACT # 3185009
COMPTROLLER & CLERK
SECRETARY

Agreement: \$37,822
 First Amendment: \$45,100
 Total: \$82,922

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	448U	4380	T448	\$45,100
Budget Funding Year(s) (must match resolution)	<u>2019</u>		Start Date	<u>1/1/19</u>	End Date	<u>12/31/19</u>
Funding Source	Tax Dollars		<u>\$ 0</u>			
	State Aid		<u>\$ 0</u>			
<u>\$45,100</u> (must match resolution)	Federal Aid		<u>\$45,100</u>			

APPROVED BOARD OF ACQUISITION & CONTRACT - 05/28/2019 - LISA MRINAJ, SECRETARY