

**68731**

**DATE:** March 26, 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 enter into an agreement with the Volunteer Service Bureau of Westchester Inc. d/b/a Volunteer New York! to provide various support services for the elderly under the Community Services for the Elderly Program, for an amount not to exceed \$80,498 in State funds, payable pursuant to an approved budget for the program period commencing April 1, 2019 through March 31, 2020.

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The County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), seeks the approval of your Honorable Board to enter into an agreement (the "Agreement") with the Volunteer Service Bureau of Westchester Inc. d/b/a Volunteer New York! ("VNY") pursuant to which VNY will provide various support services to Westchester County seniors under the Community Services for the Elderly Program (the "Programs"). State funding for the Programs shall be in an amount not to exceed \$80,498, payable pursuant to an approved budget, for the program period commencing April 1, 2019 through March 31, 2020 (the "Initial Term"). VNY is required to contribute an amount not to exceed \$26,833 in matching funds to the Programs.

The County, at its sole option, may extend the term of the Agreement for four (4) additional extension terms of one (1) year each. Any renewal of the Agreement by the County shall be on the same terms and conditions as the Initial Term, acceptable past performance, the County's determination that an extension is in its best interest, and subject to the prior approval of your Honorable Board.

The proposed Agreement will serve a public purpose by providing supportive services to help maintain Westchester County seniors in the community and avoid premature institutionalization. Services to be provided are Supportive Services Transportation, Volunteer Recruitment and Recognition and Senior Center Recreation and Education Evergreen Enrichment.

The goals and objectives of the Programs are to supplement current transportation costs for Westchester residents with volunteer work placements. In addition, the goals and objectives of the Program include the recruitment of seniors over the age of 60 for volunteer work opportunities and assistance with placement at an appropriate work site in order to keep them active and make their communities more viable. This service will enable older persons to increase their socialization and quality of life. Establishing a volunteer recruitment program that matches the needs of organizations with eligible volunteers will help reach that goal. Volunteer recognition will help to encourage senior participation in volunteer efforts by publicly acknowledging the value of their work that enhances the quality of their life. Senior Center Recreation and Education – Evergreen Enrichment includes providing non-English speaking Asian Americans with opportunities to improve language skills, computer skills, physical exercise, health management and to meet and socialize with seniors that are familiar with their culture and speak their language

The goals and objectives are in the County's best interests in terms of fiscal responsibility as the services will allow seniors to remain engaged and active in their community among family and friends, thus decreasing incidents of isolation and premature institutionalization, thereby reducing Medicaid costs for the County.

The goals and objectives shall be tracked and monitored by the Department through monthly reporting activities submitted by the VNY and by the Department through monthly reporting and onsite reviews to determine if the Agreement performance goals and objectives are being met in a fiscally responsible and appropriate fashion.

The proposed Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof,

Accordingly, I recommend adoption of the proposed resolution.

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 (the "County") is hereby authorized to enter into an agreement (the "Agreement") with the Volunteer Service Bureau of Westchester Inc. d/b/a Volunteer New York! ("VNY"), pursuant to which VNY will provide various support services for the elderly under the Community Services for the Elderly Program (the "Programs"). State funding for the Programs shall be in an amount not to exceed \$80,498, payable pursuant to an approved budget, for the program period commencing on April 1, 2019 through March 31, 2020 ("Initial Term"); and be it further

**RESOLVED,** that the VNY is required to contribute an amount not to exceed \$26,833 in matching funds to the Programs; and be it further

**RESOLVED,** that the County at its sole option may extend the term of the Agreement for four (4) additional extension terms of one (1) year each. Any renewal of the Agreement by the County shall be on the same terms and conditions as the Initial Term, acceptable past performance, the County's determination that an extension is in its best interest and subject to the prior approval of your Honorable Board; 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 further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of the 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 amount and rates approved herein. If the County subsequently offers to pay a reduced amount to VNY, then the VNY 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.

Initial Agreement \$80,498

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	047U	4380	T-047	\$80,498
Budget Funding Year(s) (must match resolution)	<u>2019 - 2020</u>		Start Date	<u>4/1/19</u>	End Date	<u>3/31/20</u>
Funding Source	Tax Dollars		<u>\$0</u>			
	State Aid		<u>\$80,498</u>			
<u>\$80,498</u> (must match resolution)	Federal Aid		<u>\$0</u>			