

73808

DATE: January 08, 2019

TO: Board of Acquisition and Contract

FROM: Mae Carpenter, Commissioner
Department of Senior Programs and Services

RE: Request for authorization for the County of Westchester (the "County") to:

- a) amend its Agreement with the Legal Services of the Hudson Valley for the provision of Legal Assistance Services to Westchester County residents, 60 and over, under Title III-B of the Older Americans Act in order to exercise the County's first of four options to extend the term of the Agreement for the program period commencing on January 1, 2020 and continuing through December 31, 2020 in an amount not to exceed \$341,037, comprised of \$123,404 in federal funds, and \$217,633 in County matching funds; and
- b) include a questionnaire entitled Questionnaire Regarding Business Enterprises Owned and Controlled by Service-Disabled Veterans required by the County

By resolution approved March 21, 2019 (the "March 21st Resolution") your Honorable Board, authorized the County, acting by and through its Department of Senior Programs & Services (the "Department"), to enter into an agreement (the "Agreement") with the Legal Services of the Hudson Valley (the "Consultant"), to provide Legal Assistance Services for Westchester County residents 60 and over under Title III-B of the Older Americans Act (the "Program") in an amount not to exceed \$341,037, comprised of \$123,404 in federal funds, and \$217,633 in County matching funds to be paid pursuant to the agreed upon unit cost for actual services provided and data entered in the New York State Office for the Aging's ("NYSOFA") PeerPlace System, for a term commencing on or about January 1, 2019 and continuing through December 31, 2019 (the "Initial Term"). The Agreement was subsequently executed.

The March 21st Resolution also authorized that the County shall have the option pursuant to Agreement to extend the term of the Agreement for up to four (4) additional one (1) year option 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 if the County determines that an extension is in its best interest; provided however, that the unit cost or overall amount of the Agreement may be adjusted upward, at the sole option of the County and subject to the availability of funds, in order to account for cost of living increases, subject to the prior approval of your Honorable Board.

The County has determined that it requires the Services for the 2020 calendar year, and the Consultant has satisfactorily provided the Services under the original Agreement.

Therefore, the Department, and in accordance with the applicable Federal regulations, performed a price analysis of the County's option for 2020 under the Agreement. After soliciting and analyzing current price quotes from three (3) other vendors: Amoruso & Amoruso, LLP, Littman Krooks, LLP, and Keane & Beane, P.C., the Department concluded that it is most economically prudent to exercise the County's option under the Agreement in order to obtain the Services for 2020. Accordingly, the County now seeks the authority of your Honorable Board to amend the Agreement with the Consultant in order to exercise its first extension option (the "First Option Term") under the Agreement to provide the Services for a term commencing on January 1, 2020 and continuing through December 31, 2020 in an amount not to exceed \$341,037, comprised of \$123,404 in federal funds, and \$217,633 in County matching funds (the "First Amendment").

The County also respectfully requests authority to further amend the Agreement to incorporate a questionnaire entitled Questionnaire Regarding Business Enterprises Owned and Controlled by Service-Disabled Veterans as required by the County.

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

For the 2019 program year, 4,656 hours of legal services were provided to 594 seniors. It should be noted that the Consultant has previously provided the Program to the Department's satisfaction.

Your Honorable Board's approval of the attached resolution is therefore respectfully requested.

MC/SJ

RESOLUTION

UPON A COMMUNICATION FROM MAE CARPENTER, COMMISSIONER,
WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES,
BE IT HEREBY:

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend its agreement (the "Agreement") with Legal Services of the Hudson Valley (the "Consultant") for the provision of Legal Assistance Services for Westchester County residents 60 and over under Title III-B of the Older Americans Act (the "Program") in order to exercise the County's first of four (4) extension terms under the Agreement (the "First Option Term") for the period commencing on January 1, 2020 and continuing through December 31, 2020. Funding for the First Option Term shall be in an amount not to exceed \$341,037, comprised of \$123,404 in federal funds, and \$217,633 in County tax funds to be paid pursuant to the agreed upon unit cost for actual services provided and data entered in NYSOFA's PeerPlace System (the "First Amendment"); and be it further

RESOLVED, that the Agreement is further amended to incorporate a questionnaire entitled Questionnaire Regarding Business Enterprises Owned and Controlled by Service-Disabled Veterans as required by the County; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the Agreement, as previously amended, shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

Initial Agreement: \$331,104
 First Amendment: \$341,037
 Total: \$672,141

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686V	4380	T-686	\$341,037

Budget Funding Years 2020 Start Date 1/1/20 End Date 12/31/20

(must match resolution) Tax Dollars: \$217,633

Funding Source State Aid: \$0

Federal Aid: \$123,404

\$341,037

(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/30/2020 - LISA MARIJA, SECRETARY