



George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

77707

DATE: June 29, 2020

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire,
Commissioner, Department of Social Services

SUBJECT: Authority for the County of Westchester to amend an agreement with Westchester Community Opportunity Program, Inc., pursuant to which it was to operate housing that was to be provided by the County for COVID-19 patients who had been released from the hospital but were not yet able to return to their prior housing, and provide related services, by, 1.) modifying the scope of work such that it will operate the County-provided housing for the more broad purpose of general isolation housing related to COVID-19, 2.) extending its term until August 1, 2020, 3.) increasing its not-to-exceed amount by \$111,073.44 in order to pay for services during the extended term, 4.) modifying its budget in order to allocate the additional funds, and 5.) adding County options for parts of August, on specified terms.

By a resolution approved on April 2, 2020, your Honorable Board authorized the County of Westchester (the "County") to enter into an agreement with Westchester Community Opportunity Program, Inc. ("WestCOP"), pursuant to which WestCOP was to operate housing that was to be provided by the County for COVID-19 patients who had been released from the hospital but were not yet able to return to their prior housing, and provide related services, (the "Services") for the period from April 1, 2020 through June 30, 2020, for a total amount not-to-exceed \$369,534.00 (the "Original Agreement"). The Original Agreement was subsequently executed.

By a resolution approved on May 7, 2020, your Honorable Board authorized the County to amend the Original Agreement by, 1.) modifying its scope of work to include one (1) additional nurse, who is a registered nurse with special expertise in infection/communicable diseases prevention and control, to be provided as part of the Services, in order to ensure that

nursing services are available seven days per week, for the recovering COVID-19 patients (the “Additional Services”), 2.) increasing its not-to-exceed amount by \$22,238.00, from a not-to-exceed amount of \$369,534.00 to a new not-to-exceed amount of \$391,772.00, in order to pay for the Additional Services as well as account for additional supplies and related costs involved in the provision of the Services to a larger number of people, and 3.) modifying its budget in order to allocate the additional funds (the “First Amendment”).

The County continues to require services to operate County-provided housing, but for the more broad purpose of general isolation housing related to COVID-19. Accordingly, the County respectfully requests authority from your Honorable Board for the County to amend the Original Agreement, as amended by the First Amendment, (the “Agreement”) by 1.) modifying its terms to specify that the Services will operate the County-provided housing for the more broad purpose of general isolation housing related to COVID-19, 2.) extending its term until August 1, 2020, 3.) increasing its not-to-exceed amount by \$111,073.44, from a not-to-exceed amount of \$391,772.00 to a new not-to-exceed amount of \$502,845.44, in order to pay for services during the extended term, 4.) modifying its budget in order to allocate the additional funds, and 5.) adding County options for parts of August, to be exercised based upon the County’s sole discretion, on the following terms:

- First Option: From August 1 until August 15, for an amount not-to-exceed \$51,834.27; and
- Second Option: From August 15 until August 31, for an amount not-to-exceed \$59,239.17

(the “Second Amendment”).

Except as described above, all terms and conditions of the Agreement shall remain in full force and effect.

The proposed Second Amendment will serve a public purpose by providing the County with the services it needs in order to ensure the proper operation of the County-provided general isolation housing related to COVID-19.

The goal and objective of the proposed Second Amendment is to provide the County with the services it needs in order to ensure the proper operation of the County-provided general isolation housing related to COVID-19.

The goal and objective of the proposed Second Amendment is in the best interests of the County in terms of health and safety, as providing the County with the services it needs in order to ensure the proper operation of the County-provided general isolation housing related to COVID-19 will ensure that such persons have adequate housing and services while they are isolated.

The goal and objective of the proposed Second Amendment will be tracked and monitored by the staff of the Department of Social Services.

The procurement of this Second Amendment is aimed at addressing the emergency circumstances concerning COVID-19, and the risk that would be associated with the inability of

affected persons to effectively isolate themselves when it is necessary to do so. Procuring this Second Amendment in compliance with the ordinary requirements of the Westchester County Procurement Policy would, therefore, endanger the health, safety, and well-being of persons by causing the procurement process to take a longer period of time. Accordingly, the proposed Second Amendment is being procured as an accelerated procurement pursuant to Section 10 of the Westchester County Procurement Policy.

I respectfully recommend the adoption of the attached Resolution.

KMM/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/09/2020 - LIS: MRIJAS SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services, be it hereby:

RESOLVED, that the County of Westchester (the "County") is hereby authorized to amend an agreement with Westchester Community Opportunity Program, Inc. ("WestCOP"), pursuant to which WestCOP was to operate housing that was to be provided by the County for COVID-19 patients who had been released from the hospital but were not yet able to return to their prior housing, for the period from April 1, 2020 through June 30, 2020, for a total amount not-to-exceed \$391,772.00, (the "Agreement") by, 1.) modifying its terms to specify that the County-provided housing will be operated for the more broad purpose of general isolation housing related to COVID-19, 2.) extending its term until August 1, 2020, 3.) increasing its not-to-exceed amount by \$111,073.44, from a not-to-exceed amount of \$391,772.00 to a new not-to-exceed amount of \$502,845.44, in order to pay for services during the extended term, 4.) modifying its budget in order to allocate the additional funds, and 5.) adding County options for parts of August, to be exercised based upon the County's sole discretion, on the following terms:

- First Option: From August 1 until August 15, for an amount not-to-exceed \$51,834.27; and
- Second Option: From August 15 until August 31, for an amount not-to-exceed \$59,239.17;

and be it further

RESOLVED, that except as hereby authorized to be amended, all terms and conditions of the Agreement shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is empowered to execute all documents and take all actions necessary to effect the purpose of this resolution.

Original Agreement Amount: \$369,534.00
 1st Amendment Amount: \$22,238.00
 This Agreement: +\$111,073.44
 New Total: \$502,845.44

Account to be
 Charged/Credited

Fund	Dept	Unit	Object/ Sub Object	Trust Account	Activity	Dollars
<u>101</u>	<u>22</u>	<u>0010</u>	<u>4998</u>			<u>\$111,073.44</u>

Budget Funding Year(s): _____ Start Date: 07/01/20 End Date: 08/01/20
 (must match resolution)

Funding Source Tax Dollars: _____
 State Aid: _____
\$111,073.44 Federal Aid: 100%
 (must match resolution) Other: _____

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/09/2020 - LISA MRIJAJ, SECRETARY