

77957

DATE: July 15, 2020, 2020

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 Merry Maids to provide home cleaning services for the elderly under the Unmet Need program for an amount not-to-exceed \$75,000 in State funds, for the program period commencing April 1, 2020 and continuing through March 31, 2021.

Authority is hereby requested for the County of Westchester (the "County"), acting by and through its Department of Senior Programs & Services (the "Department"), to enter into an agreement (the "Agreement) with Merry Maids to provide home cleaning services for the elderly under the Unmet Need program (the "Program"). State funding for the Program will be in an amount not-to-exceed \$75,000, payable pursuant to the agreed upon unit cost for the program period April 1, 2020 through March 31, 2021.

The proposed Agreement will benefit caregivers and care receivers by easing the burden on caregivers through the provision of in-home cleaning services.

The proposed Agreements will serve a public purpose by providing services that enable seniors to remain at home, as most senior would prefer, thereby preventing premature institutionalization, which would come at greater expense and in a less desired environment.

The goals and objectives of the proposed Agreements are to help seniors remain in their homes and communities through the provision of quality home care services that will also serve to provide relief to their caregiver(s).

The goals and objectives of the proposed Agreements are in the best interests of the County because the services to be provided with the grant funds will allow for clean living conditions and quality of life for the frail elderly and their caregivers by easing their burden through the provision of home cleaning services. The proposed Agreements are also in the best interests of the County in terms of fiscal responsibility because they effectively allow seniors to remain at home, thus preventing costly institutionalization.

The goals and objectives of the proposed Agreements will be tracked and monitored by case managers through bi-monthly calls to seniors and their caregivers as to the quality of the services they are receiving and their satisfaction with the services. In addition, the Department's staff monitors and reviews case managers' client case records and records of service at the agencies providing these services, using forms approved by the New York State Office for the Aging ("NYSOFA"). Review of the program is done annually by a County monitor, as well as a monitor from NYSOFA.

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

Accordingly, approval of the attached resolution is most respectfully recommended.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/23/2020 - LISA MERRY MAIDS SECRETARY

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 Merry Maids to provide home cleaning services for the elderly under the Unmet Need program (the "Program"). State funding for the Program will be in an amount not-to-exceed \$75,000, payable pursuant to the agreed upon unit cost, for the program period commencing on April 1, 2020 and continuing through March 31, 2021; and be it further.

RESOLVED, that the Agreement with the Merry Maids is subject to County Appropriations; and be it further

RESOLVED, that the Agreement with Merry Maids 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 these Agreements. 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 with Merry Maids, or to renegotiate the amounts and rates approved therein. If the County subsequently offers to pay a reduced amount to the Merry Maids, then Merry Maids 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.

	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
Account to be charged	263	85	T06V	4380	T1006	\$75,000

Budget Funding Years 2020 - 2021 Start Date 4/1/2020 End Date 3/31/2021
(must match resolution)

Funding Source State Aid \$75,000

\$75,000
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 07/23/2020 - LISA BRIJAJ, SECRETARY