

83262

DATE: March 10, 2021

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 amend an agreement with The LOFT: The Lesbian and Gay Community Services Center, Inc. for the purpose of providing Senior Center Recreation and Education Services for the Lesbian, Gay, Bisexual, and Transgender (LGBT) Community to elderly persons 60 years or older residing in Westchester County under Title III-B of the Older Americans Act in order to exercise the first of its four (4) options to extend the term thereof for the period beginning on January 1, 2021 and continuing through on December 31, 2021 for an amount not-to-exceed \$6,350 in Federal funding.

By resolution approved on February 20, 2020 (the "February 20th Resolution"), your Honorable authorized 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 The LOFT: The Lesbian and Gay Community Services Center, Inc. ("The LOFT") to provide Senior Center Recreation and Education Services for the elderly Lesbian, Gay, Bisexual, and Transgender (LGBT) Community residing in Westchester County under Title III-B of the Older Americans Act (the "Program"). The term of the Agreement commenced on January 1, 2020 and continued through December 31, 2020 (the "Initial Term") in an amount not to exceed \$6,350 in federal funds for actual services provided and line-items budgeted. The Agreement was subsequently executed.

The February 20th Resolution also authorized that the County, in its sole discretion, could extend the term of the Agreement for up to four (4) additional extension periods of one (1) year each, (each an "Extension Term") on the same terms and conditions, including price proposal, as the Initial Term, subject to the availability of funds, the County conducting a cost and/or price analysis, in accordance with federal law, acceptable past performance, the County obtaining all necessary legal approvals and the County's determination that an extension is in its best interest, and the approval of your Honorable Board.

The County has determined that it requires the Program services for the 2021 program year, and THE LOFT has satisfactorily provided the services in 2020. Accordingly, the County now seeks the authority of your Honorable Board to amend the Agreement with the Contractor in order to exercise the first of the County's four (4) Extension Terms thereunder to provide Program services by extending the term thereof for an additional year for the period

commencing on January 1, 2021 and continuing through December 31, 2021 (the "First Extension Term"). Federal funding for the Program shall be in an amount not to exceed \$6,350 (the "First Amendment").

The First Amendment is exempt from the Westchester County Procurement Policy pursuant to section 3(a) iii and 3(a) xix thereof; however, it is subject to the Federal Common Grant Rules, 45 CFR 92.36 (f) which requires grantees to perform a price or cost analysis in order to test the market before such options may be exercised. In an effort to comply with this requirement, the Department obtained price quotes ranging from \$21.49 to \$33.25 for Senior Center Recreation and Education services.

After carefully evaluating all price quotes, it was determined by the Department that The LOFT's price proposal was the most advantageous to the County because it has a rate at the lower end of the range of the other service providers. As a result, the Department recommends entering into an agreement with The LOFT to provide the Program services.

For the 2020 program year, 89 Senior Center Recreation and Education events were provided to 272 duplicated participants.

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

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

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION - LIBRARY SECRETARY

RESOLUTION

UPON A COMMUNICATION FROM MAE CARPENTER, COMMISSIONER OF THE WESTCHESTER COUNTY DEPARTMENT OF SENIOR PROGRAMS AND SERVICES, be it hereby:

RESOLVED, that the County of Westchester (the "County") acting by and through its Department of Senior Programs and Services (the "Department") is hereby authorized to amend an agreement (the "Agreement") with The LOFT: The Lesbian and Gay Community Services Center, Inc. ("The LOFT"), for the provision of Senior Center Recreation and Education Services for elderly members of the Lesbian Bisexual, and Transgender (LGBT) Community residing in Westchester county under Title III-B of the Older Americans Act, in order to exercise the first of its four (4) one year renewal options thereunder for the period commencing on January 1, 2021 and continuing through December 31, 2021, in an amount not to exceed \$6,350 in federal funds for actual services provided and line-items budgeted; 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.

Agreement: \$6,350
 First Amendment: \$6,350
 Total: \$12,700

Account to be charged	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	686W	4380	T-686	\$6,350

Budget Funding Years 2021 Start Date 1/1/2021 End Date 12/31/2021
 (must match resolution)

Funding Source Tax Dollars: \$0

\$6,350 State Aid : \$0
 (must match resolution)

Federal Aid:
\$6,350