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DATE: March 10, 2021

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 amend an agreement with Westchester Jewish Community Services, Inc. to provide the Personal Locator Service Program under Title III-E of the Older Americans Act, in order to exercise the third of the County's four (4) one-year renewal options to extend the term of the Agreement from January 1, 2021 through December 31, 2021 in an amount not to exceed \$100,000 in federal funds.

By resolution approved on January 3, 2018 (the "January 3rd Resolution") your Honorable Board, *inter alia*, authorized the County of Westchester (the "County") acting by and through its Department of Senior Programs and Services (the "Department"), to enter into an agreement (the "Agreement") with Westchester Jewish Community Services, Inc. (the "WJCS") for the purpose of providing the Personal Locator Service program under Title III-E of the Older Americans Act (the "Program"), for the period beginning October 15, 2018 through December 31, 2018 (the "Initial Term") in an amount not to exceed \$30,000 in federal funds, payable for actual services provided and line item budgeted, which could, at the County's sole and complete discretion, include an optional increase or decrease of available funds, which would impact the not-to-exceed amount of the Agreement. The January 3rd Resolution further provided that the County, in its sole discretion, could renew the term of the Agreement for up to four (4) additional one year option terms. The Agreement was subsequently executed.

Thereafter, by resolution approved on March 28, 2019 (the "March 28th Resolution"), your Honorable Board authorized the County to amend the Agreement with the WJCS in order to exercise the first of its four one year renewal options to extend the term of the Agreement for an additional one-year period, commencing on January 1, 2019 and continuing through December 31, 2019 (the "First Option Term") in an amount not to exceed \$100,000 in federal funds, payable in accordance with an approved budget (the First Amendment").

Thereafter, by resolution approved on August 22, 2019, (the "August 22nd Resolution"), your Honorable Board authorized the County to amend the March 28th Resolution in order to amend the Agreement with the WJCS to expand the scope of the Program services to include services to seniors under age 60 that have early onset Alzheimer's and/or related disorders and to also include certain updated Standard Assurances, including a revised list of federal and state statutes, regulations, policies and certain contract provisions as required by NYSOFA for compliance with all contract requirements. The First Amendment was thereafter executed.

Thereafter, by resolution approved on February 20, 2020 (the "February 20th Resolution"), your Honorable Board authorized the County to further amend the Agreement with WJCS in order to 1) exercise the second of the County's four one year renewal options to extend the term thereof for an additional one-year period commencing on January 1, 2020 and continuing through December 31, 2020 (the "Second Option Term") in an amount not to exceed \$100,000 in federal funds, payable in accordance with an approved budget; and 2) incorporate a questionnaire entitled Questionnaire Regarding Business Enterprises Owned and Controlled by Service-Disabled Veterans as required by the County (the Second Amendment"). The Second Amendment was subsequently executed.

The County has determined that it requires the Program services for the 2021 calendar year, and the Contractor has satisfactorily provided the Program for the 2020 program period. Accordingly, authority is now requested to further amend the Agreement with the WJCS in order to exercise the third of the County's four renewal options to extend the term of the Agreement for an additional one-year period commencing on January 1, 2021 and continuing through December 31, 2021 (the "Third Option Term") in an amount not to exceed \$100,000 in federal funds (the "Third Amendment").

The proposed Agreement with the WJCS is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof. However, it is subject to the Federal Common grant rules that mandate a cost/price analysis be conducted before the County can exercise an option to extend the Agreement. Therefore, the Department solicited price proposals from qualified agencies to determine if it could find providers to better provide the Program services and at a more cost-effective rate. After a careful review of the price proposals the Department determined that the WJCS was best suited to continue providing the Program because its rates are reasonable and its Program is well rounded in that it provides a thorough assessment of all program participants and is able to link families to desperately needed support including the Project Locator tracking device, in collaboration with Westchester County Department of Public Safety. Therefore, we believe that it would be in the best interest of the County for your Honorable Board to extend the Agreement with the WJCS, because in addition to the aforementioned, the WJCS has ably performed the Services under the initial Agreement and all subsequent renewal periods.

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

For the 2020 program period WJCS provided 168 units of Counseling, 590 units of Assistance and 352 units of Maintenance.

Accordingly, approval of the attached resolution is most respectfully recommended

MC/SJ

RESOLUTION

UPON 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") acting by and through its Department of Senior Programs and Services (the "Department") is hereby authorized to amend its agreement (the "Agreement") with Westchester Jewish Community Services, Inc. to provide the Personal Locator Service Program under Title III-E of the Older Americans Act in order to exercise the third of its four (4) renewal options to extend the term of the Agreement for the period beginning on January 1, 2021 through December 31, 2021, in an amount not to exceed \$100,000 in federal funds, payable in accordance with an approved budget; 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 be, and hereby is, authorized to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
MARIJAS SECRETARY

Agreement: \$30,000
 First Amendment: \$100,000
 Second Amendment: \$100,000
 Third Amendment: \$100,000
 Total: \$330,000

Account to be charged	Fund	Dept.	Major Program Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	263	85	448W	4380	T448	\$100,000
Budget Funding Year(s)	<u>2021</u>		Start Date	<u>1/1/2021</u>	End Date	<u>12/31/2021</u>
(must match resolution)						
Funding Source	Federal Aid		<u>\$ 100,000</u>			
<u>\$100,000</u>						
(must match resolution)						

APPROVED BOARD OF ACQUISITION & CONTRACTS 04/18/2021 - LISA MRIJAJ, SECRETARY