

83531

DATE: March 17, 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 Westchester Jewish Community Services, Inc. in order to exercise the second of its four (4) Option Terms under the agreement to provide Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Program, in an amount not to exceed \$146,718 in State funds, for the program period commencing on April 1, 2021 and continuing through March 31, 2022

By resolution approved on April 18, 2019 (the "April 18th Resolution") your Honorable Board 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 "Contractor") to provide Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Program (the "Program") for the period commencing on April 1, 2019 through March 31, 2020 (the "Initial Term"). State funding for the program was in an amount not to exceed \$146,718, which at the County's sole and complete discretion could increase or decrease based on the availability of funds, which would impact the not-to-exceed amount of the Agreement, payable at the unit cost amount of \$38, and subject to the prior approval of your Honorable Board. The Agreement was subsequently executed.

The April 18th Resolution also stipulated that the County at its sole option could extend the term of the Agreement for four (4) additional extension terms of one (1) year each (each an "Option Term"), and that any renewal of the Agreement by the County shall be on the same terms and conditions as the Initial Term, except that funding may vary from year to year based on the availability of funds that would also impact the not-to-exceed amount of the Agreement, and subject to the prior approval of your Honorable Board

Thereafter, by resolution approved on April 23, 2020, your Honorable Board authorized the County to amend the Agreement with the Contractor to provide the Program in order to exercise its first Option Term under the Agreement to renew and extend the term of the Agreement for the period commencing on April 1, 2020 and continuing through March 31, 2021 (the "First Option Term"). State funding for the First Option Term was at the same not to exceed amount as the Initial Agreement (the "First Amendment"). The First Amendment was subsequently executed.

The County has determined that it requires the Program services for the 2021-2022 program year, and the Contractor has satisfactorily provided the Program under the Initial Term and the First Option Term. Accordingly, authority is requested for the County to exercise its second Option Term under the Agreement to renew and extend the term of the Agreement for the period commencing on April 1, 2021 and continuing through March 31, 2022 (the "Second Option Term"). State funding for the Second Option Term will be at the same not to exceed amount as the Initial Agreement, and the First Option Term (the "Second Amendment").

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

For the first eleven months of the previous fiscal year, approximately 2,949 hours of case management services were provided to 790 seniors.

The Agreement with the Contractor is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xix thereof.

Accordingly, I most respectfully recommend adoption of the attached proposed resolution.

MC/SJ

APPROVED BOARD OF ACQUISITION & CONTRACTS 04/08/2021 - JEA MCM/MS/KEM

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 & Services (the "Department") is hereby authorized to amend its agreement (the "Agreement") with Westchester Jewish Community Services, Inc. (the "Contractor") to provide Case Management Services for Home-Delivered Meals Assessments under the Community Services for the Elderly Program (the "Program") in order to exercise the second of its four (4) Option Terms under the Agreement to renew and extend the term of the Agreement for the period commencing on April 1, 2021 and continuing through March 31, 2022 in an amount not to exceed \$146,718 in State funds, payable at the unit cost amount of \$38 (the "Second Amendment"); 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.

Agreement: \$146,718
 First Amendment: \$146,718
 Second Amendment: \$146,718
 Total: \$440,154

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	85	047W	4380	T-047	\$146,718

Budget Funding Year(s) 2021 - 2022 Start Date 4/1/2021 End Date 3/31/2022
 (must match resolution)

Funding Source Tax Dollars: \$0
 State Aid: \$146,718

\$146,718
 (must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/08/2021 - LISA MRIJAJ, SECRETARY