

**95785**

**DATE** August 30, 2022

**TO:** Honorable Board of Acquisition and Contract

**FROM:** Mae Carpenter, Commissioner  
Department of Senior Programs and Services

**SUBJECT:** Authority to exempt from the Westchester County Procurement Policy, pursuant to Section 3(a)xxi, a short form agreement with Leslie Alpert for program management consulting services to assist the County in coordinating and implementing the County's Livable Communities Caregiver Coach Program, for a term commencing on October 1, 2022 and terminating on December 31, 2022, in an amount not-to-exceed \$6,000.00, payable pursuant to an approved budget.

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Authority is hereby requested from your Honorable Board to exempt from the procedures of the Westchester County Procurement Policy (the "County Procurement Policy"), pursuant to Section 3(a)xxi thereof, a short-form agreement ("Agreement") between the County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), and Leslie Alpert, for program management consulting services in connection with the County's Livable Communities Caregiver Coach Program ("L3C Program") throughout Westchester County, for a term commencing on October 1, 2022 and terminating on December 31, 2022, in an amount not-to-exceed \$6,000.00 in County Tax Dollars, payable pursuant to an approved budget.

Pursuant to Section 3(a)xxi of the County Procurement Policy, the County Procurement Policy is not applicable to any procurement for which your Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interest of the County. Leslie Alpert's extensive experience and knowledge with respect to all aspects of informal caregiving to seniors makes her a most suitable resource to assist the County in better coordinating and implementing the L3C Program. Leslie Alpert's management consulting services will focus on training caregiver coaches in methods and processes for greater access to information, resources and guidance typically and especially needed by caregivers. Appropriate management and coordination of the various components of the L3C Program and greater access to information, resources and guidance to needed caregivers through trained caregiver coaches will ensure that stated goals and objectives are met. Ultimately, these types of programs, such as the L3C Program, will help deter premature institutionalization of care

recipients, thereby improving the quality of life of Westchester County senior residents and saving County tax dollars.

This proposed Agreement will provide the County with the necessary expertise to effectively carry out its oversight function in connection with the L3C Program. Therefore, it is proposed that the County's best interests would be served by exempting the aforementioned proposed short-form Agreement with Leslie Alpert from the County Procurement Policy pursuant to Section 3(a)(xxi) thereof.

Accordingly, a resolution to exempt this procurement is hereby attached and submitted for your Honorable Board's consideration.

MC/sj/cmc

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/08/2022 - RAYMOND SCULP SECRETARY

## **RESOLUTION**

Upon a communication from the Commissioner of the Department of Senior Programs and Services, be it hereby:

**RESOLVED**, that pursuant to Section 3(a)xxi of the Westchester County Procurement Policy, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting oral price quotations, is neither cost-effective nor expedient, and accordingly, not in the best interest of the County of Westchester, in connection with the procurement of an agreement with Leslie Alpert for the provision of program management consulting services in connection with the County's Livable Communities Caregiver Coach Program, for a term, commencing on October 1, 2022 and terminating on December 31, 2022, in an amount not-to-exceed \$6,000.00 in County Tax Dollars, payable pursuant to an approved budget.

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/08/2022 - RAYMOND S. J. K. SECRETARY