



George Latimer
County Executive

Department of Social Services
Leonard G. Townes, Commissioner

109928

DATE: November 7, 2024

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Leonard G. Townes, Commissioner
Department of Social Services

SUBJECT: Authority for the County of Westchester to exercise the first of its two options under an agreement with Experian Information Solutions, Inc. for the provision of full credit reports searches, address updates and social security searches to assist the investigative staff of the Department of Social Services in the detection and prevention of fraud, waste, and abuse in an assortment of government benefit programs, in order to extend the term thereof for the period from January 1, 2025 through December 31, 2025 in an amount not-to-exceed \$15,000.00, payable at approved rates.

By resolution approved on March 3, 2022, your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), to enter into an agreement (the "Agreement") with Experian Information Solutions, Inc. ("Experian") for the provision of full credit reports searches, address updates and social security searches to assist the investigative staff of the Department in the detection and prevention of fraud, waste, and abuse in an assortment of government benefit programs (the "Services"), for an initial term commencing on January 1, 2022 through December 31, 2024 (the "Initial Term") with the County having the sole option to renew the Agreement for two additional one-year periods (each an "Option Term), for the respective not-to-exceed amounts specified below and otherwise on the same terms as the Initial Term:

<u>Period</u>	<u>Not-To-Exceed Amount</u>
Initial Term – (1/1/2022 – 12/31/2024)	\$45,000.00
Option Term #1 (1/1/2025 – 12/31/2025)	\$15,000.00
Option Term #2 (1/1/2026 – 12/31/2026)	\$15,000.00

The Agreement was subsequently executed.

The Department now wishes to exercise the first of its two (2) options to extend the Agreement with Experian for the period from January 1, 2025 through December 31, 2025. Accordingly, authority is requested to amend the Agreement with Experian in order to extend the term thereof from January 1, 2025 through December 31, 2025 (the "First Option Term"). In consideration for Services to be rendered during the First Option Term, the County shall pay Experian an amount not-to-exceed Fifteen Thousand (\$15,000.00) dollars, payable at the rates set forth in Experian's Proposal dated December 21, 2021 which is attached to the Agreement as Schedule "A" (the "First Amendment"; DSS7010-A-22).

Except as otherwise specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect upon the parties

It should be noted that because the not-to-exceed amount authorized under the First Option Term (i.e., \$15,000.00) will not-exceed the Simplified Acquisition Threshold established under 2 CFR§ 200.324 (i.e. \$250,000.00), no cost analysis is required.

The proposed First Amendment to the Agreement will serve a public purpose by helping the Department to detect and prevent fraud and waste and ensure the integrity of the public assistance caseload and the correctness of public assistance eligibility.

The goals and objectives of the proposed First Amendment to the Agreement are to provide the Department with credit reports searches, address updates and social security searches in order to assist the investigative staff of the Department in the detection and prevention of fraud and waste.

The goals and objectives of the proposed First Amendment to the Agreement are in the best interests of the County in terms of fiscal responsibility because Experian's consumer credit reports will assist the Department with recovery of overpayments; the prevention, detection and reporting of and waste.

The goals and objectives of the proposed First Amendment to the Agreement will be tracked and monitored by the Department staff. An appropriate resolution is herewith attached for your Honorable Board's consideration.

LGT/TL/jpg
Attachment

RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services (the "Department") is authorized to exercise the first of its two (2) options under an agreement (the "Agreement") with Experian Information Solutions, Inc. ("Experian"), pursuant to which Experian agreed to provide the County with full credit reports searches, address updates and social security searches to assist the investigative staff of the Department in the detection and prevention of fraud, waste, and abuse in an assortment of government benefit programs (the "Services") for an initial term commencing on January 1, 2022 through December 31, 2024 (the "Initial Term") in an amount not-to-exceed \$45,000.00, payable at approved rates, with the County having the sole option to renew the Agreement for two additional one-year periods (each an "Option Term), in an amount not-to-exceed \$15,000.00 per Option Term, payable at approved rates, in order to extend the term of the Agreement for the period from January 1, 2025 through December 31, 2025 (the "First Option Term"; DSS7010-A-22); and be it further

RESOLVED, that in consideration for Services to be rendered during the First Option Term, the County shall pay Experian an amount not-to-exceed Fifteen Thousand (\$15,000.00) dollars, payable at the rates set forth in Experian's Proposal dated December 21, 2021, which is attached to the Agreement as Schedule "A"; and be it further

RESOLVED, that except as otherwise specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect upon the parties; and be it further

RESOLVED, that the County Executive or his duly authorized designee is empowered to execute all documents and take all actions necessary to effect the purpose of this resolution.

APPROVED BOARD OF ACQUISITION CONTRACT 12/05/2021 BY: [Signature] SECURITY

Initial Term \$45,000.00
First Option Term 15,000.00
 \$60,000.00

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	4000:4300	4420:09		\$15,000.00

2. Budget Funding Year(s): 2025

Start Date: January 1, 2025 End Date: December 31, 2025
 (must match resolution)

3. Funding Source:

Federal	35.82%	CFDA#(s)	N/A		
State	22.22%	State ID#(s)	N/A		
Operating/ Tax Levy	41.96%				
Capital	N/A				

4. Total NTE: \$15,000.00
 (must match resolution)

APPROVED BOARD OF ACQUISITIONS CONTRACT - 12/05/2024 RAYMOND SCULKY, SECRETARY