



Memorandum
Department of Senior Programs and Services

112107

DATE: October 1, 2025

TO: Board of Acquisition & Contract

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

RE: Request for authority to enter into an agreement with Family Services of Westchester, Inc. to provide Information: Mobility Management Services to the elderly under the Community Services for the Elderly Program, for a term commencing retroactively on April 1, 2025 and continuing through March 31, 2026, in an amount not-to-exceed \$85,142 in state funds.

The County of Westchester (the "County"), acting by and through its Department of Senior Programs and Services (the "Department"), seeks authority from your Honorable Board to enter into an agreement (the "Agreement") with Family Service of Westchester, Inc. (the "FSW") to provide Information: Mobility Management Services for the elderly (the "Services") under the Community Services for the Elderly Program for a term commencing retroactively on April 1, 2025 and continuing through March 31, 2026. State funding for the Agreement will be in an amount not-to-exceed \$85,142, payable upon agreed amounts and/or rates pursuant to an approved budget.

The proposed Agreement will serve a public purpose because it will help seniors locate transportation services that meet their needs both in terms of scheduling and pricing. FSW will operate a centralized call center to address and determine the transportation needs of seniors, and present seniors with available transportation options.

The goals and objectives of the proposed Agreement are to provide families and seniors throughout Westchester County with Information services.

These goals and objectives are in the County's best interest in terms of fiscal responsibility because they aim to reduce, delay or avoid nursing home institutionalization, thereby reducing Medicaid costs for the County and improving the general well-being of the County's elderly.

The Services will be tracked, monitored and evaluated through monthly reporting activities and annual on-site reviews by the Department to determine if the contract performance goals and objectives are being met in a fiscally responsible and appropriately safe fashion. Additionally, client satisfaction is monitored through the use of surveys.

During the 2024/25 program year Family Services of Westchester provided 13,796 units of Information Mobility Management services.

The Agreement 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/BL/cmc

Att.

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/16/2025 - RAYMOND SCULKY, SECRETARY

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 is hereby authorized to enter into an agreement (the "Agreement") with Family Services of Westchester, Inc. (the "FSW") to provide Information: Mobility Management services (the "Services") for the elderly under the Community Services for the Elderly Program (the "Program"), for a term commencing retroactively on April 1, 2025 and continuing through March 31, 2026, for an amount not-to-exceed \$85,142 payable with State funding, payable upon agreed amounts and/or rates pursuant to an approved budget; and be it further

RESOLVED, that the Agreement is also subject to County Appropriations; and be it further

RESOLVED, that the Agreement with FSW is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of these Agreements. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoptions(s), to conduct an analysis of the impacts of such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the Agreement or to renegotiate the amount and rate approved herein. If the County subsequently offers to pay a reduced amount to FSW, then FSW shall have the right to terminate the Agreement upon reasonable prior written notice; 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.

[BUDGET BOX FOLLOWS]

Agreement: \$85,142

Account to be charged:	Fund	Dept.	Major Program, Program & Phase or Unit	Sub-Unit	Object/Sub Object	Trust Account	Dollars
CSE	263	85	A047	GRNT	4380	T047	\$85,142

Budget Funding Year(s): 2025-2026 Start Date 4/1/2025 End Date 3/31/2026
(must match resolution)

Funding Source County Tax Dollars: \$0
\$85,142 State Aid: \$85,142
(must match resolution) Federal Aid: \$0

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/16/2025 - RAYMOND SCULKY, SECRETARY