



Kenneth W. Jenkins
County Executive

Department of Community Mental Health
Michael Orth, M.S.W
Commissioner

110216

DATE: January 7, 2025

TO: Board of Acquisition and Contract

FROM: Michael Orth, M.S.W., Commissioner
Department of Community Mental Health

SUBJECT: Resolution to exempt from the Westchester County Procurement Policy, pursuant to Section 3(a)(xxi) thereof, the procurement of an agreement with Coordinated Care Services, Inc., pursuant to which they will provide consulting services related to the monitoring of Community Support Services program activities and fiscal management and oversight of funding received from the State of New York for mental health services, for a term commencing retroactively on January 1, 2025 and continuing through December 31, 2025, for an amount not-to-exceed \$44,300.00

Authority is respectfully requested from your Honorable Board to exempt from the application of the Westchester County Procurement Policy (the "Policy"), pursuant to Section 3(a)(xxi) thereof, the procurement of an agreement between the County of Westchester (the "County"), acting by and through its Department of Community Mental Health (the "Department"), and Coordinated Care Services, Inc. ("CCSI"), pursuant to which CCSI will provide consulting services, including but not limited, to monitoring and evaluation of Community Support Services program activities funded through State Aid (as defined below) with the intent to maximize revenues for the implementation of programs, fiscal management and oversight of funding received from the State of New York for mental health services ("State Aid"), as well as training and technical assistance to service providers and staff on State Aid allocation management and reporting requirements ("Services"), for a term commencing retroactively on January 1, 2025 and continuing through December 31, 2025, for an amount not-to-exceed \$44,300.00, payable pursuant to an approved budget.

Ordinarily, pursuant to Section 5(b) of the Policy, the County is required to obtain price quotations from no fewer than three (3) persons providing such services. However, CCSI has significant expertise in monitoring and evaluation activities and preparing Consolidated Fiscal Reports (CFRs), financial reporting and data management. Notably, the State has used CCSI to perform said tasks. This all makes CCSI particularly well-qualified to provide the County with the proposed services, and thereby help ensure better management and utilization of available resources, and timely and accurate financial reports to the State that will help eliminate delays in State funding, as described above.

Pursuant to Section 3(a)xxi, the Westchester County Procurement Policy and Procedures are not applicable to any procurement for which this Honorable Board determines, by resolution passed prior to commencing such procurement, that compliance with the policy would not be in the best interests of the County. For the reasons set forth above, it is proposed that the best interests of the County would be served by exempting this agreement from the Westchester County Procurement Policy and Procedures. Accordingly, a resolution to exempt this procurement is hereby submitted for your consideration.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/16/2025 - REVISED COUNTY SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Community Mental Health be it hereby:

RESOLVED, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting price quotes, is neither cost effective nor expedient, and accordingly not in the best interests of the County in connection with the procurement of an agreement with Coordinated Care Services, Inc. ("CCSI"), pursuant to which CCSI will provide consulting services, including but not limited, to monitoring and evaluation of Community Support Services program activities funded through State Aid, as well as training and technical assistance to service providers and staff, for a term commencing on January 1, 2025 and continuing through December 31, 2025, for an amount not-to-exceed \$44,300.00.

APPROVED BOARD OF ACQUISITION & CONTRACT - 01/16/2025 - RAMOND SULKY, SECRETARY