

95969

DATE: September 13, 2022

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 resolution # 94132 that authorized the County to amend an agreement with Westchester Jewish Community Services, Inc. in order to exercise the third 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, 2022 and continuing through March 31, 2023 by increasing the unit cost by \$3.80.

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, payable at the unit cost amount of \$38. The Agreement was subsequently executed.

The April 18th Resolution further authorized the County, at its sole option, to extend the term of the Agreement for up to 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 in order to exercise its first Option Term under the Agreement to 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.

Thereafter, by resolution approved on April 8, 2021, your Honorable Board authorized the County to amend the Agreement with the Contractor in order 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 was at the same not to exceed amount as the Initial Agreement, and the First Option Term (the "Second Amendment"). The Second Amendment was subsequently executed.

Thereafter, by resolution approved on July 14, 2022 (the "July 14th Resolution") your Honorable Board authorized the County to exercise the third of its four option terms to its agreement (the "Agreement") with 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, 2022 and continuing through March 31, 2023 (the "Third Option Term"). State funding for the Third Option Term shall be for an amount not-to-exceed \$146,718, which was to be payable based on the agreed-upon unit-cost amount of \$38.00 (The "Third Amendment"). The Third Amendment has not yet been executed.

The Contractor recently notified the Department that it is unable to cost-effectively provide the Program, because it is experiencing difficulty retaining workers on staff due to the current low unit-cost amount. The Department has concluded after careful consideration that it is prudent to increase the unit-cost under the Third Option Term since the Program is a worthwhile one that allows for assessments and reassessments for at risk seniors in order to address their specific needs so that then can age safely and remain in their homes and community to prevent premature institutionalization.

Therefore, the County now seeks further approval from your Honorable Board to revise the July 14th Resolution for the limited purpose of reflecting an increase in the unit-cost under the Third Option Term by \$3.80, from \$38.00 to \$41.80.

Except as specifically amended as described herein, all other terms and conditions set forth in the July 14th Resolution shall remain in full force and effect.

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

RESOLUTION

Upon communication from the Commissioner of the Westchester County Department of Senior Programs and Services, be it hereby

RESOLVED, that the Resolution approved on July 14, 2022 (the "July 14th Resolution") that authorized the County of Westchester ("County") to renew 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") in order to exercise the third 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, 2022 and continuing through March 31, 2023 (the "Third Option Term") in an amount not-to-exceed \$146,718 in State funds, payable at the unit-cost amount of \$38.00, is hereby amended in order to increase the unit cost under the Third Option Term by \$3.80 from \$38.00 to \$41.80 (the "Third Amendment"); and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions set forth in the July 14th Resolution 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.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Sub-Unit	Object/ Sub- Object	Trust Account	Dollars

Budget Funding Year(s) 2022 - 2023 Start Date: 4/1/2022 End Date: 3/31/2023
(must match resolution)

Funding Source County
Tax Dollars: _____

State Aid: _____

(must match resolution)