



# County of Albany

112 State Street  
Albany, NY 12207

## Legislation Text

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**File #:** TMP-1669, **Version:** 1

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### REQUEST FOR LEGISLATIVE ACTION

**Description (e.g., Contract Authorization for Information Services):**

Authorization to amend Memorandum of Understanding (MOU) with Department of Social Services to provide Central Assessment Services

Date: 5/19/2020  
Submitted By: Patrick Dillon  
Department: Aging  
Title: Contract Administrator  
Phone: 518 447 7733  
Department Rep.  
Attending Meeting: Deborah C. Riitano, Commissioner

**Purpose of Request:**

- ☐ Adopting of Local Law
- ☐ Amendment of Prior Legislation
- ☐ Approval/Adoption of Plan/Procedure
- ☐ Bond Approval
- ☐ Budget Amendment
- ☒ Contract Authorization
- ☐ Countywide Services
- ☐ Environmental Impact/SEQR
- ☐ Home Rule Request
- ☐ Property Conveyance
- ☐ Other: (state if not listed) Click or tap here to enter text.

**CONCERNING BUDGET AMENDMENTS**

**Increase/decrease category (choose all that apply):**

- ☐ Contractual
- ☐ Equipment
- ☐ Fringe
- ☐ Personnel

- ☐ Personnel Non-Individual  
☐ Revenue

Increase Account/Line No.: Click or tap here to enter text.  
Source of Funds: Click or tap here to enter text.  
Title Change: Click or tap here to enter text.

### **CONCERNING CONTRACT AUTHORIZATIONS**

#### **Type of Contract:**

- ☒ Change Order/Contract Amendment  
☐ Purchase (Equipment/Supplies)  
☐ Lease (Equipment/Supplies)  
☐ Requirements  
☐ Professional Services  
☐ Education/Training  
☐ Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- ☐ Settlement of a Claim  
☐ Release of Liability  
☐ Other: (state if not listed) Click or tap here to enter text.

#### **Contract Terms/Conditions:**

##### **Party (Name/address):**

Department of Social Services  
162 Washington Avenue  
Albany, New York 12210

##### **Additional Parties (Names/addresses):**

Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$4,350.00

Scope of Services: The Department for Aging (DFA) requests legislative approval to amend the Memorandum Of Understanding with the Department of Social Services for provisions of Central Assessment Services. Home Delivered Meals and Adult Day Care services provided to older adults age 60 and older require qualified professionals to assess program eligibility and perform a Minimum Data Set (MDS) Assessment, utilizing the Comprehensive Assessment for Aging Services and Supports (COMPASS).

Bond Res. No.: Click or tap here to enter text.  
Date of Adoption: Click or tap here to enter text.

### **CONCERNING ALL REQUESTS**

Mandated Program/Service: Yes ☐ No ☒  
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐  
Anticipated in Current Budget: Yes ☒ No ☐

County Budget Accounts:

Revenue Account and Line: AA6772, 03781  
Revenue Amount: \$4,350.00

Appropriation Account and Line: AA6772, 44425  
Appropriation Amount: \$4,350.00

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.  
State: 75%  
County: 25%  
Local: Click or tap here to enter text.

Term

Term: (Start and end date) 4/1/2019 -3/31/2020  
Length of Contract: 12 Months

Impact on Pending Litigation

If yes, explain: Yes ☐ No ☒  
Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: 309  
Date of Adoption: 8/12/2019

**Justification:** (state briefly why legislative action is requested)

The Department for Aging (DFA) requests legislative approval to amend the Memorandum of Understanding (MOU) with Department of Social Services to provide additional Home Delivered Meal assessments. Due to the increased demand and need for Home Delivered Meals within Albany County has also increased the need for additional assessment units/hours.

Department for Aging (DFA) operates a home delivered meal program for the older adults in Albany County designed to foster good health through the provision of home delivered meals. Over the past year, Department of Social Services (DSS) has performed the required assessments and reassessments for older adults referred to the Home Delivered Meal program, which has provided meals to eligible homebound frail older adults in Albany County.

Department of Social Services has requested additional funding due to an increase in Home Delivered Meals for eligible older adults in Albany County. This Amendment, to the prior approved MOU for \$52,500.00, increases the MOU amount by \$4,350.00, totaling \$56,850.00.

