



ECLEG JUN04'13 11:10:50

COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

June 4, 2013

Erie County Legislature
92 Franklin Street- 4th Floor
Buffalo, New York 14202

RE: Consultant Contracts for Systems Integration Grant

Dear Honorable Members:

The attached resolution requests authorization to enter into two \$5,000 contracts with consultants for the Department of Senior Services' Systems Integration grant for the period June 1, 2013 through September 30, 2014.

Should your Honorable Body require any further information, I encourage you to contact Commissioner Randy Hoak in the Department of Senior Services. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/bb
Enclosure

cc: Randy Hoak, Commissioner, Department of Senior Services

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Department of Senior Services
Re: Consultant Contracts for Systems Integration Grant
Date: May 24, 2013

SUMMARY

Approve the attached resolution to allow the Department of Senior Services to enter into two \$5,000 contracts with consultants for the Systems Integration grant, for the period June 1, 2013 through September 30, 2014.

FISCAL IMPLICATIONS

County funds are not required. The grant is 100% funded by the New York State Office for Aging (NYSOFA).

REASONS FOR RECOMENDATION

Our accepted grant proposal and contract with the NYSOFA calls for a portion of the grant funds to be used to secure consultant services to provide technical assistance to the Department of Senior Services. Through a request for proposal (RFP) process, Senior Services has selected two consultants, Beverly Sottile-Malona RN and Barbara Scheffler to assist with strategic planning, organizational capacity and execution of activities related to the Chronic Disease Self-Management Program (CDSMP).

BACKGROUND INFORMATION

The Systems Integration grant provides funds to complete a number of activities that are intended to help build the capacity of the Department of Senior Services to work with various service providers and populations while increasing the community presence of evidence based health promotion activities. The Chronic Disease Self-Management Program is a federally recognized evidence based program.

CONSEQUENCES OF NEGATIVE ACTION

The Department would be unable to utilize these available grant funds to complete this deliverable for the Systems Integration grant.

STEPS FOLLOWING APPROVAL

The Department will enter into the consultant contracts and carry out the applicable Systems Integration grant objectives.

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF SENIOR SERVICES**

RE: Consultant Contracts for
Systems Integration Grant

WHEREAS, the Department of Senior Services \$64,000 Systems Integration Grant, for the period January 1, 2013 through June 30, 2014 is 100% funded by the New York State Office For the Aging; and

WHEREAS, the Department's grant proposal and contract with the New York State Office For the Aging calls for a portion of the grant funds to be used to secure consultant services that will provide technical assistance, including assistance in strategic planning and execution of the Chronic Disease Self-Management Program; and

WHEREAS, as a result of a request for a proposal (RFP) process, the Department desires to contract with the Beverly Sottile-Malona RN and Barbara Scheffler at a cost not to exceed \$5,000 each, to function as consultants for the Systems Integration Grant.

NOW, THEREFORE, BE IT

RESOLVED, that the County Executive is hereby authorized to enter into two \$5,000 consultant contracts, one with Beverly Sottile-Malona RN and the second with Barbara Scheffler, for the Department of Senior Services Systems Integration Grant; and be it further

RESOLVED, that certified copies of this resolution be forwarded to the County Executive's Office, the Division of Budget and Management, the Comptroller's Office, and the Department of Senior Services.