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July 25, 2015

ECLEG JUL25'16 AM 9:00

The Honorable
Erie County Legislature
92 Franklin Street
Buffalo, New York 14202

Re: Award Professional Services to produce human trafficking public service announcements
IMMEDIATE CONSIDERATION REQUESTED

Dear Honorable Members:

The attached resolution requests authorization to award TVRE Productions Inc., RFP #1532VF for professional services to produce public service announcements for the Western District of New York Human trafficking Task Force.

Please refer this matter for immediate consideration and approval. Representatives of the Sheriff's Office will be available to answer any questions.

Very truly yours,

TIMOTHY B. HOWARD
SHERIFF OF ERIE COUNTY

Attachments

ACCOMPANYING MEMORANDUM

RE: Award Professional Services to produce human trafficking public service announcements
IMMEDIATE CONSIDERATION REQUESTED

I. Summary of Recommended Action

The attached resolution has been requested by the Erie County Sheriff's Office seeking authorization to award RFP #1629VF to TVRE Productions Inc. for professional services to produce public service announcements for the Western District of New York Human Trafficking Task Force.

II. Fiscal Implications of Proposal

No cost to the taxpayers of Erie County, the funding is provided within the federal Human Trafficking grant.

III. Reasons for Recommendation

The Erie County Sheriff's Office needs authorization to award an RFP to TVRE for video and audio production of human trafficking awareness public service announcements for television and radio broadcasts. The funding for the PSAs is provided within the federal Human Trafficking Task Force grant and furthermore, as a condition of the grant, the task force is required to produce PSA for the Western New York area.

The Erie County Sheriff's Office is the lead agency for the task force and therefore is responsible for administering the provision set forth in the grant. For this reason, the Erie County Sheriff's Office prepared the RFP for the PSA production.

IV. Consequences of Negative Action

Failure to approve this request will prevent the Erie County Sheriff's Office and the WDNY Human Trafficking Task Force from fulfilling a requirement of the grant By the September 1 deadline and be force to forfeit portions of the human trafficking grant.

V. Steps Following Approval of Measure

Certified copies of this resolution will be forwarded to the Division of Budget and Management, Erie County Comptroller, Division of Purchase and the Erie County Sheriff's Office for implementation.

PROPOSED RESOLUTION

Re: Award Professional Services to produce human trafficking public service announcements
IMMEDIATE CONSIDERATION REQUESTED

WHEREAS, human trafficking activities are on the rise in the United State and in Western New York; and

WHEREAS, the federal government has awarded the Western District of New York Human Trafficking Task Force two sizable grants the past few years; and

WHEREAS, the Erie County Sheriff's Office has been designated the local law enforcement agency to head the task force and to administer the grant; and

WHEREAS, one requirement of the human trafficking grant is for the production and broadcasting of public service announcements raising the public's awareness of this issue via television and radio stations broadcast; and

WHEREAS, the sheriff's office worked with the Purchasing Department to develop and publish a Request for Proposal for professional services to produce PSAs; and

WHEREAS, the sheriff's office followed and met all requirements for the RFP, its distribution, evaluation and selection processes; and

WHEREAS, upon receipt of all qualified proposals, the evaluation of each bidder to meet the county's bidding requirements, and scoring of all received proposals the WDNY Human Trafficking Task Force has selected TVRE Productions Inc.; and

WHEREAS, the Purchasing Department has also evaluated the task force's procedures and concurs to the selection of TVRE; and

WHEREAS, TVRE Production Inc.'s proposal was \$2,600.00 which included production makeup, audio, and addition of stock footage.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Sheriff's Office is authorized to award RFP #1629VF to TVRE Productions Inc. for professional services to produce public service announcements for the Western District of New York Human Trafficking Task Force; and be it further

RESOLVED, that the Erie County Sheriff's Office and the County Executive are hereby authorized to enter into an agreement with TVRE Productions Inc. for delivery of service outlined in the proposal and the agreement will not exceed \$2,600.00; and be it further

RESOLVED, the Erie County Comptroller's Office is hereby authorized to release the designated funds and make payments as necessary; and be it further

RESOLVED, that certified copies be forwarded to the Division of Budget and Management, the Erie County Comptroller, the Purchasing Department and the Erie County Sheriff's Office for implementation.