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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

January 31, 2019

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

Re: The Buffalo Municipal Housing Authority aka BMHA to Utilize County of Erie Purchase Contracts according County Law 408-A and Administrative Code 3.06 (c) (9)

Dear Honorable Members:

Enclosed please find a proposed resolution and an accompanying memorandum from the Division of Purchase pertaining to the request the Buffalo Municipal Housing Authority which will permit them to make purchases from County contracts pursuant to the applicable sections in the Erie County Administrative Code. Also enclosed is a copy of the BMHA's formal request to be listed within County Purchasing's Exhibit B. The Erie County Legislature has previously passed resolutions to allow various municipalities, special districts and public entities the prerogative of using County contracts for purchasing purposes. Exhibit B is the list of the previously approved municipalities, schools and public entities.

Should your Honorable Body require further information, kindly contact Vallie M. Ferraraccio, Director of the Division of Purchase. Thank you for your consideration on this matter.

Sincerely yours,

Mark C. Poloncarz, Esq.
Erie County Executive

MCP/ec/cw
Enclosure

cc: Vallie Ferraraccio, Director, Purchasing

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Division of Purchase
Re: The Buffalo Municipal Housing Authority aka BMHA to Utilize County of Erie Purchase Contracts according County Law 408-A and Administrative Code 3.06 (c) (9)
Date: January 31, 2019

SUMMARY

The proposed resolution authorizes the addition of the Buffalo Municipal Housing Authority to the established Exhibit B list of approved municipalities, schools and public entities allowed utilizing the County of Erie contracts create via the Division of Purchase.

FISCAL IMPLICATIONS

None to the County of Erie. However, the approval to utilize the County of Erie contracts through Purchasing can assist the Buffalo Municipal Housing Authority to lower their operational costs.

REASONS FOR RECOMMENDATION

The County's Purchasing Division has 91 Legislative approved public entities that utilize their contracts to date. This is request to approve the request to be added by the Buffalo Municipal Housing Authority.

BACKGROUND INFORMATION

The Erie County Division of Purchase received a written request from the Buffalo Municipal Housing Authority to be added to the Exhibit B listing. The Legislative approval is necessary as per Erie County Law 408-A to accomplish this act.

CONSEQUENCES OF NEGATIVE ACTION

No impact to the County of Erie. However, it will hinder the Buffalo Municipal Housing Authority with the compliance needed to utilize the County of Erie, Division of Purchase's contracts and pricing.

STEPS FOLLOWING APPROVAL

The Buffalo Municipal Housing Authority will be placed on the Exhibit B document that is included in every bid package and viewable to vendors.

A RESOLUTION SUBMITTED BY:
DIVISION OF PURCHASE

RE: The Buffalo Municipal Housing Authority aka BMHA to Utilize County of Erie Purchase Contracts according County Law 408-A and Administrative Code 3.06 (c) (9)

WHEREAS, the County Law Section 408-A specifically authorizes the County Legislature to allow municipalities and special districts to make purchases through the County bidding procedure; and

WHEREAS, Buffalo Municipal Housing Authority have requested that the Director of Purchase be authorized to permit the these public entities to utilize County contracts for making purchases; and

WHEREAS, in most instances the provision of such services by the Erie County Division of Purchase will not create any additional cost or burdens upon said division, but will service to reduce the Buffalo Municipal Housing Authority's operating costs.

NOW, THEREFORE, BE IT

RESOLVED, that pursuant to the provisions of the Erie County Administrative Code Section 3.06 (c) (9) the following are hereby established as the conditions upon which the Purchasing Director may make purchasing services available the Buffalo Municipal Housing Authority.

1. When in the opinion of the Director of Purchase it will not create any burden or hardship upon the County and the anticipated prices will not be adversely affected thereby, the Director is authorized when deemed appropriate and as may be requested by the Buffalo Municipal Housing Authority to provide in any particular County bid specification that the participating municipalities and special districts in Erie County shall have the right to make purchases based upon the bids received by the County.
2. The County Purchasing Director within the limits of time and manpower shall disseminate relevant contract information to the Buffalo Municipal Housing Authority.
3. Erie Community College and Monroe BOCES participating in County contracts will issue purchase orders directly to vendors with the specified contract period referencing the County contract involved and be liable for any payments due on such purchase orders.

AND BE IT FURTHER

RESOLVED, that certified copies of this resolution shall be forwarded to the County Executive, the Division of Purchase, the Comptroller's Office and the Buffalo Municipal Housing Authority.



Buffalo Municipal Housing Authority

300 Perry Street • Buffalo, New York 14204-2299

(716) 855-6711 • (FAX) (716) 855-6761 • (TDD) (716) 855-6725

January 22, 2019

Ms. Vallie M. Ferraraccio, Director
Eric County Division of Purchase
Edward A Rath County Office Building
95 Franklin Street, 12th Floor
Buffalo, New York 14202

RE: BMHA Resolution

Dear Ms. Ferraraccio:

Enclosed please find a resolution approved by my Board of Commissioners at its regular meeting on January 17, 2019. Pursuant to same, I am requesting that the BMHA be included on Erie County's list of municipal entities authorized to make purchases from the County's list of vendors.

Please advise if this is sufficient, or if there are additional steps I need to take. Many thanks for your assistance.

Feel free to contact me by email at gbrown@bmhahousing.com or at (716) 855-6711, ext. 204, if you would like to discuss this further.

Very truly yours,

Gillian D. Brown
Executive Director

"BMHA is an Equal Opportunity/Affirmative Action Employer"



BUFFALO MUNICIPAL HOUSING AUTHORITY
BOARD RESOLUTION MEMORANDUM

TO: Board of Commissioners
FROM: Gillian D. Brown, Executive Director
DATE: January 17, 2019
SUBJECT: RESOLUTION NO. 19.01.17.1

**TO APPROVE A COOPERATIVE AGREEMENT WITH THE ERIE COUNTY
DIVISION OF PURCHASING**

Your approval is requested for a resolution authorizing BMHA to "piggy back" on the contracts negotiated by the Erie County Division of Purchasing. Being able to purchase goods and supplies, where applicable, from these contracts would enable the Authority to reap the benefits of the lower prices available, without having to go through an RFP or other procurement process. This process is similar to that of obtaining goods and services through the State contract, which is also exempt from procurement requirements. Numerous local and national vendors are on the County list, and being able to participate with the County will result in substantial savings in terms of cost and staff time.

Prepared for the
BMHA Board of Commissioners
January 17, 2019

TO APPROVE A COOPERATIVE AGREEMENT WITH THE ERIE COUNTY
DIVISION OF PURCHASING

RESOLUTION NO. 19.01.17.1

WHEREAS, the Erie County Division of Purchase is the County's central purchasing agent for supplies, materials, equipment, insurance and contracts for service. Purchasing secures goods and services from the lowest responsible bidder on the basis of price, specifications, product evaluation, and delivery, and

WHEREAS, the Housing Authority often procures goods and services under contracts negotiated by the State of New York in order to save staff time and obtain the best prices, terms and conditions available, and

WHEREAS, numerous vendors are on the County list of contracts, "Best-Value Contracts," and Purchasing Agreements which do not appear on the State of New York's list, and

WHEREAS, 24 CFR 85.36 (b)(4) permits Housing Authorities to enter into inter-governmental agreements with state or local government agencies to obtain needed supplies or services if such agreements will foster economy and efficiency. HUD Handbook No. 7460.8 RBV 2 states that the use of an intergovernmental agreements can significantly reduce the amount of time required to contract for supplies or services, while allowing PHAs to take advantage of prices obtained through volume purchasing by state or local agencies.

WHEREAS, procuring goods and services through the County of Erie's Division of Purchasing will enable the Authority to save staff time and obtain the benefit of agreements which have already been competitively procured and offer the best value available,

NOW THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE
BUFFALO MUNICIPAL HOUSING AUTHORITY:

That the Executive Director or his designee is approved to make purchases of goods and/or services through the County's bidding procedures, and to utilize the contracts, purchasing agreements and "Best Value Contracts" already negotiated and competitively procured by the County of Erie, provided, however, that BMHA staff will perform a cost-reasonableness analysis in each case where a vendor from the County list is utilized.

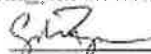
TO: Modesto Candelario DATE: January 17, 2019

The following action was taken at the Authority Meeting of January 17, 2019

Approved Disapproved Tabled Receive & File Ratified Other

Remarks:

cc: R. L. McLin / J. Walters


Executive Director