

OFFICE OF THE MAYOR
Telephone: (716) 286-4310

October 30, 2020

The City Council
Niagara Falls, New York

*RE: Implementation of Cities RISE Grant Program
(Agreement with JBM HR Consulting, Inc.)*

Council Members:

As you know, the City of Niagara Falls was selected by the New York State Attorney General's office to be a recipient of a grant as part of Phase Three of the "Cities for Responsible Investment and Strategic Enforcement" ("Cities RISE") program. The City seeks to utilize the RISE program to develop and improve strategic housing and code enforcement programs through improved data analysis capabilities as well as input via community engagement.

To implement the program, the Administration finds it necessary to enter into an agreement with an organization with the expertise to assist the City with guiding its departments, employees and leaders in the implementation of best practices, organizational development and structure, measurement of success, monitoring and development of strategies that will lead to sustaining the change needed over time. With this in mind, it is hereby proposed that JBM HR Consulting, Inc. ("JBM") undertake this project and perform the required services.

JBM will work with the five City departments that will be involved with the implementation of the Cities RISE program. Focus will be on the workflow of each department and how that fits with the Cities RISE Program. From that, the focus will be on establishing processes for the efficient interaction between departments. JBM will also collaborate with Niagara University, VIA and Tolemi trainings to integrate the organizational and technological components of the software systems to bring a cohesive, more efficient departmental approach to process, policies, and workplace changes.

The term of a proposed agreement would extend from October 30, 2020 through March 31, 2021. The total time for this project is 300 hours. The cost will be \$6,650.00 a month for a total contract cost of \$33,250.00. This includes any prep time and materials developed and used for such sessions. There will be no cost to the City's General Fund as all funding for the project is available from the proceeds of the Cities RISE grant.

Kennedy _____ Spanbauer _____ Tompkins _____ Touma _____ Voccio _____

Will the Council so approve and authorize the Mayor to execute an agreement satisfactory to the Corporation Counsel in both form and content?

Respectfully submitted,

ROBERT M. RESTAINO
Mayor

Funding Approval:

Daniel Morello, City Controller
City Council Meeting, November 4, 2020