



# City of San Antonio

## Agenda Memorandum

**File Number:**13-820

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**Agenda Item Number:** 27.

**Agenda Date:** 11/7/2013

**In Control:** City Council A Session

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**DEPARTMENT:** Health Department

**DEPARTMENT HEAD:** Thomas Schlenker

**COUNCIL DISTRICTS IMPACTED:** City Wide

### **SUBJECT:**

Authorizing an Agreement with Susan M. Wolfe and Associates, L.L.C.

### **SUMMARY:**

This Ordinance authorizes an agreement with Susan M. Wolfe and Associates, L.L.C. to provide grant evaluation services for the San Antonio Metropolitan Health District's Healthy Start Program (Healthy Start) for a total amount not to exceed \$54,000.00 for a three year period. The term of the proposed agreement begins November 1, 2013 and ends on October 31, 2016, and includes a one year option to renew.

### **BACKGROUND INFORMATION:**

Healthy Start is building a community that educates and supports healthy women and healthy families for healthy babies. The mission is to reduce health disparities and improve birth outcomes in San Antonio and Bexar County Texas by:

- Facilitating systems and policy change for a sustainable improvement in birth outcomes;
- Building collaborative relationships with participants and community partners;
- Motivating, empowering, and advocating for participants; and
- Providing culturally competent services and health education to pregnant and interconceptional women.

Impacting efforts are targeted toward the multiple factors which contribute to Infant Mortality, including but not limited to low birth weight, late or no prenatal care, African-American race, smoking during pregnancy, early

and/or unplanned childbearing, as well as other socio-economic factors such as poverty, maternal depression, violence in the home, and poor social support.

In May 2013, Metro Health in coordination with the Finance Department's Purchasing Division issued a Request for Proposals (RFP) for professional consulting services to evaluate grant program performance across Healthy Start projects. The evaluation committee recommended Susan M. Wolfe and Associates, L.L.C.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract.

#### **ISSUE:**

Metro Health is requesting City Council authorization of an agreement with Susan M. Wolfe and Associates, L.L.C. in order to satisfy a deliverable of the U.S. Department of Health and Human Services' Healthy Start Initiative Grant which provides funding for this agreement.

#### **ALTERNATIVES:**

Without the proposed agreement, Metro Health would have to identify an alternate consultant in order to meet the grant deliverable.

#### **FISCAL IMPACT:**

Metro Health is requesting City Council authorization of an agreement with Susan M. Wolfe and Associates, L.L.C. to provide grant evaluation services for the San Antonio Metropolitan Health District's Healthy Start Program for a total amount not to exceed \$54,000.00 for a three year term, beginning November 1, 2013 and ending on October 31, 2016.

Funds will be appropriated annually, by fiscal year, and expenditures for consulting services are estimated to cost \$18,000.00 annually for a total not to exceed amount of \$54,000 for the three year term. This agreement will be funded by the U.S. Department of Health and Human Services' Healthy Start Initiative Grant and there will be no impact to the General Fund.

#### **RECOMMENDATION:**

Staff recommends approval of an ordinance authorizing an agreement with Susan M. Wolfe and Associates, L.L.C. to provide grant evaluation services for the Healthy Start Program for a total amount not to exceed \$54,000.00 for a three year term, beginning November 1, 2013 and ending on October 31, 2016.