



# County of Albany

112 State Street  
Albany, NY 12207

## Legislation Text

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**File #:** TMP-1362, **Version:** 1

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### REQUEST FOR LEGISLATIVE ACTION

**Description (e.g., Contract Authorization for Information Services):**

Authorization to respond to a Request For Proposal to establish the Regional Immigration Assistance Center (RIAC)..title

Date: 01/07/20  
Submitted By: Evelyn Kinnah  
Department: Immigration Assistance  
Title: Director  
Phone: 5184474890  
Department Rep.  
Attending Meeting: Evelyn Kinnah

**Purpose of Request:**

- ☐ Adopting of Local Law
- ☐ Amendment of Prior Legislation
- ☐ Approval/Adoption of Plan/Procedure
- ☐ Bond Approval
- ☐ Budget Amendment
- ☒ Contract Authorization
- ☐ Countywide Services
- ☐ Environmental Impact/SEQR
- ☐ Home Rule Request
- ☐ Property Conveyance
- ☒ Other: (state if not listed) to submit a response for proposal

**CONCERNING BUDGET AMENDMENTS**

**Increase/decrease category (choose all that apply):**

- ☐ Contractual
- ☐ Equipment
- ☐ Fringe
- ☐ Personnel

- ☐ Personnel Non-Individual  
☐ Revenue

Increase Account/Line No.: Click or tap here to enter text.  
Source of Funds: Click or tap here to enter text.  
Title Change: Click or tap here to enter text.

### **CONCERNING CONTRACT AUTHORIZATIONS**

#### **Type of Contract:**

- ☐ Change Order/Contract Amendment  
☐ Purchase (Equipment/Supplies)  
☐ Lease (Equipment/Supplies)  
☐ Requirements  
☐ Professional Services  
☐ Education/Training  
☒ Grant

Choose an item.

Submission Date Deadline 2/25/2020

- ☐ Settlement of a Claim  
☐ Release of Liability  
☒ Other: (state if not listed) RFP

#### **Contract Terms/Conditions:**

Party (Name/address):

NYS Office of Indigent Legal Services A.E. Smith Office Bldg., 11<sup>th</sup> Floor 80 South Swan Street Albany, NY 12210

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: 0.00

Scope of Services: Prepare and submit a RFP for funding to provide immigration training and instruction.

Bond Res. No.: Click or tap here to enter text.

Date of Adoption: Click or tap here to enter text.

### **CONCERNING ALL REQUESTS**

Mandated Program/Service: Yes ☐ No ☒

If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☐ No ☒

Anticipated in Current Budget: Yes ☐ No ☒

County Budget Accounts:

Revenue Account and Line: Click or tap here to enter text.

Revenue Amount: Click or tap here to enter text.

Appropriation Account and Line:

Appropriation Amount: Click or tap here to enter text.

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.

State: 100

County: Click or tap here to enter text.

Local: Click or tap here to enter text.

Term

Term: (Start and end date) 04/1/20

Length of Contract: Three years

Impact on Pending Litigation

Yes ☐ No ☒

If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: Click or tap here to enter text.

Date of Adoption: Click or tap here to enter text.

**Justification:** (state briefly why legislative action is requested)

To draft a response as to how Albany County can and will provide legal support, immigration training, and assistance in the development of protocols and procedures for attorneys. On 1/7/20, Indigent Legal Services released a Request for Proposal for counties to support a network of Regional Assistance Centers to support initiatives aimed at improving indigent legal services to noncitizen clients. If awarded Albany County will represent one of six regions with a maximum annual award of \$551,420.