BJ Tatro Consulting

Total Per Year/Three Year Contract:

$50,000 / $150,000

Purpose:

ADDPC is requesting to enter into a direct contract with B.J. Tatro Consulting. The ADDPC is required to fulfill by the federal Administration on Intellectual and Developmental Disabilities (AIDD), strategic planning activities. In order to fullfill this requirment, the Council has utilize the services of B.J. Tatro Consulting since 2010 through a statewide contract. The contract ended earlier this year with no known plans for the State to issue a soliciation for the facilitation and strategic planning componets of this service.

Continunity of service delivery is critical in the strategic planning process. Due to the extensive experience and knowledge, B.J. Tatro Consulting has provided facilitation and strategic planning services for the Council, and it would be cost effective for the State to enter into a direct contract with B.J. Tatro Consulting to continue this service. Changing the continunity of service delivery at this stage in the strategic planning process may jeopardize the ADDPC to carry out its mandates as stipulated in the DD Act and in Executive Order 2009-08.

Scope of Work:

1 Ensure that all services provided are culturally relevant and linguistically appropriate to the population to be served.
2 Develop, design data collection, and assist with analysis and interpretation of evaluation and performance measures related to the ADDPC's State Plan development.
3 Plan, prepare, facilitate and document results of strategic and operational planning meetings for the ADDPC and community partners.
4 Provide technical assistance on stakeholder and community meetings. To include, but not limited to community forums, focus groups, surveys and other meetings.
5 Research and provide information on best practices to the ADDPC and community partners.