

BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION

MEMORANDUM

TO: Board of Directors, Buffalo Erie Niagara Land Improvement Corporation
FROM: Brendan Mehaffy, Chairperson
SUBJECT: **Resolution #2021-23** Approve Strategic and Financial Plan Consulting Services
DATE: July 15th, 2021

DISCUSSION:

The Corporation issued a Request for Proposals (RFP) for Strategic and Financial Plan Consulting Services on May 12th, 2021. Enterprise Community Partners, Inc. (Enterprise), in partnership with the New York State Attorney General, awarded 10 municipalities participating in the New York State Anti-Displacement Learning Network funds to implement strategies to address community displacement. BENLIC was part of the Buffalo Anti-Displacement Learning Network and was specifically awarded \$25,000 toward organization sustainability planning. The purpose for the issuance of the RFP was to find a consultant to assist in the strategic planning and financial planning for the Corporation to ensure sustainability as it grows and changes. The RFP was submitted directly to national and local consulting firms and posted online on the BENLIC website and on the RFP Database website. Two responses were received – JBK Consulting and Asakura Robinson.

ACTION:

WHEREAS, the Buffalo Erie Niagara Land Improvement Corporation wishes to enter into an agreement with a qualified, local consulting firm for strategic and financial plan services;

WHEREAS, pursuant to the Corporation’s Procurement Policy Section E, the desired services were solicited on May 12th, 2021, with a deadline to submit responses by June 15th, 2021;

WHEREAS, the proposals of the various firms are summarized in the table below:

FIRM	FEE	Minority Contractor	Qualifications
JBK Consulting	\$10,750	WBE – State status pending	Local consulting firm with focus on community development and creation of affordable housing. Newer to consulting.
Asakura Robinson Company LLC	\$34,665	N/A	Firm based out of Austin, Texas and focuses on planning, urban design, and landscape architecture. Brings experience in consulting for Land Banks and locally with BURA.

RESOLVED, that the BENLIC Board of Directors authorizes the Corporation to execute a contract with Asakura Robinson Company LLC, to perform consulting services in accordance with BENLIC’s RFP in an amount not to exceed \$34,665; and be it further

RESOLVED, that this Resolution, approving Asakura Robinson Company LLC, shall take effect immediately.