

BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION

MEMORANDUM

TO: Board of Directors, Buffalo Erie Niagara Land Improvement Corporation
FROM: Brendan Mehaffy, Chairperson
SUBJECT: **Resolution #2021-26** Approve Engagement for General Counsel Legal Services
DATE: August 19, 2021

DISCUSSION:

BENLIC released an Request for Proposals (RFP) for General Counsel Legal Services on June 30, 2020, with a submission deadline of July 14, 2020. The list of firms that responded to the RFP were used as a list for well qualified legal representation to represent the landbank going forward. BENLIC terminated representation by Lippes Mathias Wexler Friedman, LLP. effective August 31st. The newly awarded firm will assist BENLIC with, but not limited to:

- Represent the Land Bank involving the negotiation, preparation and review of all construction contracts over \$10,000, agreements, and other writings.
- Advise the Land Bank’s staff and Board of Directors on adherence to organizational Policies and Procedures.
- Attend and represent the Land Bank at monthly Board Meetings whether virtually or in person.
- Review monthly Board Meeting resolutions and actions prepared by Land Bank staff for accuracy.
- Provide general guidance regarding public authority non-profit policy and best practice.
- Advise the Land Bank’s staff and Board of Directors regarding typical Land Bank day to day issues and evolving legislation.

| FIRM | PROPOSAL PRICE | MBE/ WBE? | COMMENT |
|-------------------------|---|-----------|---|
| Hancock Estabrook, LLP. | Partner (John Sidd) - \$275/hour Associate - \$185/hour Paralegal - \$110/hour 10 Min Increments | | Represents the Greater Syracuse Land Bank, the Greater Mohawk Valley Land Bank and the Land Bank Association. |

ACTION:

WHEREAS, the Buffalo Erie Niagara Land Improvement Corporation wishes to approve a proposal and enter into contract for General Counsel Legal Services;

WHEREAS, pursuant to the Corporation’s Procurement Policy for Professional Services over \$10,000.00, a Request for Proposal was sought from legal firms specializing in real estate closing services on August 4th, 2020, with a submission deadline of August 18th, 2020; and

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WHEREAS, the proposals of the various proposers are presented in the table below:

RESOLVED, that the BENLIC Board of Directors approves the proposal from Hancock Estabrook, LLP., and authorizes the execution of a engagement agreement upon the rates provided in said proposal for a period of one year commencing on September 1st, 2021 to perform General Counsel Legal Services for the benefit of BENLIC; and be it further,

RESOLVED, that this Resolution, approving the contract for Hancock Estabrook, LLP., shall take effect immediately.