

MEMORANDUM

TO: Board of Directors, Buffalo Erie Niagara Land Improvement Corporation
FROM: Brendan Mehaffy, Chairperson
SUBJECT: **Resolution #2024-1** Approval of Conceptual and Schematic Infill Design Services
DATE: January 25th, 2024

DISCUSSION:

BENLIC is seeking a professional and qualified architectural services firm to provide Schematic & Conceptual Design Services for the construction of multiple residential properties throughout the City of Buffalo. These conceptual designs will assist BENLIC in community engagement activities and influence its future infill development strategy. This engagement is part of BENLICs ARPA Infill Initiative.

The Request for Proposals was released on November 30, 2023, with a submission deadline of December 19, 2023.

A letter of clarification was released January 4th, 2024 with a response deadline of January 15, 2024.

ACTION:

WHEREAS, the Buffalo Erie Niagara Land Improvement Corporation wishes to approve a proposal and enter into contract for Conceptual and Schematic Design Services; and

WHEREAS, pursuant to the Corporation’s Procurement Policy for Professional Services over \$10,000.00, a Request for Proposal was sought from architectural firms on November 30th, 2023 with a deadline to submit proposals of December 19th, 2023; and

WHEREAS, architectural services require formal education, special and technical skill, licensing, training and expertise and the individual, company or firm to provide such services must be chosen based on accountability, reliability, responsibility, skill, conflict of interests, reputation, education, training, judgment, integrity and continuity of service; and

WHEREAS, the procurement of such Professional Services impacts the liability of BENLIC and its directors; and

WHEREAS, the qualifications to provide such Professional Services and to address the concerns of BENLIC referenced above are not necessarily found or addressed in the individual, company or firm that offers the lowest price; and

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

FIRM	PROPOSAL PRICE	MBE/ WBE?
Arch_Type	\$39,202.58	No
Apex Architecture	\$61,300.00	No
Eco Logic Studios	\$65,000.00	No
Michael Lukazewski	\$80,600.00	No

BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION

HHL Architects	\$107,500.00	No
Brad Wales	\$124,200.00	No

RESOLVED, that the BENLIC Board of Directors hereby determines that Houston Lownie Architects possesses the requisite education, special and technical skill, licensing, training, reputation, integrity, judgment and expertise to provide the professional architectural services needed for BENLICs ARPA Infill Initiative and approves the proposal from Hamilton Houston Lownie Architects of *not to exceed* \$107,500.00, and authorizes the execution of a contract for said amount to perform conceptual and schematic design services for the benefit of BENLIC; and be it further,

RESOLVED, that this Resolution, approving the contract for Hamilton Houston Lownie Architects, shall take effect immediately.