

CITY OF NIAGARA FALLS
NEW YORK

April 15, 2020

TO: The Council
FROM: Mayor Robert M. Restaino
SUBJECT: RFP #CD2020-01 Preparation of 2020-2024 Consolidated Plan

We respectfully request you authorize the Mayor to enter into an agreement as follows:

WITH: H. Sicherman / the Harrison Studio
160 Walnut Street
Lockport, New York 14094

FOR: Preparation of the 2020-2024 Consolidated Plan and 2020 Action Plan on behalf of the Department of Community Development

Notice that proposals were to be received was advertised in the Niagara Gazette and requests for proposals were sent to twelve (12) vendors. Three (3) responses were received.

H. Sicherman / the Harrison Studio is to work in concert with City Staff to perform all tasks necessary to submit the aforementioned plans to the U.S. Department of Housing and Urban Development (“HUD”). Work shall include, but not be limited to, meeting with various City departments, document and plan preparation, conducting public meetings, information gathering and strategizing. The total cost for these services is \$35,500.00.

HUD has deemed this expense to be a fully reimbursable use of the funds it provides to the City, and as such funds for this expenditure are available in account codes CD1.8686.0000.0451.000, CD5.8096.0000.451.000 and CD6.8695.0000.451.000,

Respectfully submitted,

Mayor Robert M. Restaino

Anthony J. Restaino
City Administrator

Douglas A. Janese, Jr.
Purchasing Agent

KENNEDY _____ **SPANBAUER** _____ **TOMPKINS** _____ **TOUMA** _____ **VOCCIO** _____