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COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

October 22, 2013

Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

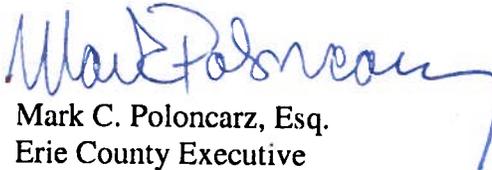
Re: Contract with Clinton Brown Company Architecture, PC – Community Development Block Grant – Commercial Center Improvement Program – Architectural Services

Dear Honorable Members:

Enclosed please find a memorandum and proposed resolution authorizing execution of a contract for professional architectural services with Clinton Brown Company Architecture, PC. The firm will provide architectural tasks associated with the Erie County Community Development Commercial Center Improvement Program.

Should your honorable body require any further information, I encourage you to contact the Department of Environment and Planning. Thank you for your consideration on this matter.

Sincerely yours,


Mark C. Poloncarz, Esq.
Erie County Executive

MCP/cw
Enclosure

cc: Maria R. Whyte, Commissioner

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Environment and Planning
Re: Contract with Clinton Brown Company Architecture, PC – Community Development Block Grant – Commercial Center Improvement Program – Architectural Services
Date: October 22, 2013

SUMMARY

The resolution authorizes the County Executive to execute a contract for an amount not to exceed \$45,000 with Clinton Brown Company Architecture, P.C. The firm will undertake the architectural services necessary to implement a Commercial Center Improvement Program within the Erie County Community Development Consortium communities.

FISCAL IMPLICATIONS

The funds are available in the Erie County Community Development Block Grant budget. Such monies are all federal dollars, thus there will be no impact on the Erie County Budget.

REASONS FOR RECOMMENDATION

The Erie County Department of Environment and Planning is seeking architectural services from Clinton Brown Company Architecture, P.C. to complete certain technical components of a Commercial Center Improvement Program. The objective of the Program is to financially assist owners of commercial properties operating retail/business establishments within certain city, village, and hamlet retail centers located in the Erie County Community Development Consortium. Eligible improvements are limited to exterior work that brings an improved visual appearance to the retail/business center.

BACKGROUND INFORMATION

In accordance with provisions of Section 19.08 of the County Administrative Code, proposals for planning services for this project were solicited by the Department of Environment and Planning. A total of nine firms submitted proposals. A three-person selection committee was assembled, with representatives from the Erie County Department of Environment and Planning, and the Town of Eden.

Reference should be made to Attachment A, which documents the review process.

CONSEQUENCES OF NEGATIVE ACTION

A new Request for Proposal process would be required, thereby delaying implementation of the Commercial Center Improvement Program.

STEPS FOLLOWING APPROVAL

The County Executive will execute a contract with Clinton Brown Company Architecture, P.C.

**A RESOLUTION SUBMITTED BY:
DEPARTMENT OF ENVIRONMENT AND PLANNING**

RE: Contract with Clinton Brown Company Architecture, PC – Community Development Block Grant – Commercial Center Improvement Program – Architectural Services

WHEREAS, Erie County has undertaken a Commercial Center Improvement Program through the federally funded Community Development Block Grant; and

WHEREAS, the objective of the Program is to financially assist owners of commercial properties operating retail/business establishments within city, village, and hamlet retail centers located in Erie County Community Development Consortium communities; and

WHEREAS, in order to successfully carry out the Program professional architectural services are required to complete certain technical components of the Commercial Center Improvement Program.

NOW, THEREFORE, BE IT

RESOLVED, that the source of funds is money available within the Erie County Department of Environment and Planning Budget, Project J.00513.2.8, Commercial Center Improvement Program; and be it further

RESOLVED, that the Erie County Executive is hereby authorized to execute a contract with Clinton Brown Company Architecture, P.C. for commercial façade architectural services in an amount not to exceed \$45,000; and be it further

RESOLVED, that the Clerk of the Erie County Legislature be directed to forward certified copies of this resolution to the County Executive; the Commissioner of the Department of Environment and Planning; the Director of the Division of Budget and Management; the County Attorney; and the Erie County Comptroller.

ATTACHMENT A

NAME OF PROJECT: ERIE COUNTY COMMUNITY DEVELOPMENT – COMMERCIAL CENTER IMPROVEMENT PROGRAM

SKILL REQUIRED: ARCHITECTURAL SERVICES

CONSULTANT RANKINGS:

Committee Members	Flynn Battaglia Architects, PC	Foit-Albert Associates	In. Site: Architecture, LLP	Labelia Associates, PC	Lauer-Manguso & Associates Architecture	Young + Wright Architectural	David W. DeBoy, Architect	Clinton Brown Company Architecture, PC	DiDonato Associates, P.E., P.C.
Jason Knight, DEP	2	3	5	9	6	4	7	1	8
Rachel E. Chrostowski, DEP	2	4	6	9	7	3	8	1	5
Glenn R. Nellis, Supervisor, T. Eden	3	9	4	5	6	2	7	1	8
Rank	2	5	4	8	6	3	7	1	9

In my opinion in recommending **Clinton Brown Company Architecture, P.C.** to provide Architectural Consultant Services for the Erie County Community Development – Commercial Center Improvement Program, the Department of Environment and Planning (DEP) has complied with all applicable provisions of Section 19.08 of Erie County Administrative Code. Scoring sheets and other material related to this matter are available for review at the DEP offices during regular business hours.


MARIA R. WHYTE, Commissioner
 Department of Environment and Planning